



Shri Shivaji Education Society, Amravati's

DR. PANJABRAO DESHMUKH NURSING INSTITUTE

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Ref. No. PDNI/

/20

DATE : 01 / 08 / 2024

IQAC Initiatives
Dr. PDNI Amravati - 444 603

POLICY DOCUMENT ON PARENTS TEACHERS MEETING

1. Introduction:

A Parents Teachers Association (PTA) is a formal organization composed of parents, teachers, and sometimes students, that works to foster collaboration and communication between families and the institution. PTA aim to improve the educational experience for all students by supporting college initiatives, organizing events, and providing a platform for parents and teachers to work together.

Dr. PDNI Amravati has established PTA during 2018 to arrange regular intervals of parent-teacher-meetings (PTM); a short discussion between the parents of students and the teachers.

2. Aim : To promote welfare of the students at college, home and community.

3. Title: This policy shall be called as PARENTS TEACHER-MEETINGS.

4. Implementation: This policy shall come into force with effect from 01/08/2024.

5. Applicability of the policy: This policy shall be applicable to staff and students of Dr. PDNI Amravati.

6. Policy on conducting PTM

It is the responsibility of departmental teachers to conduct PTM between the parents of students and the teachers. The delegated responsibility of departments as follows:

- The PTM shall be organized by nursing departments.
- Every department shall conduct two (02) PTM within specified time period.
 - The first PTM – Within a week after announcement of mid-term or sessional 1 exam results





- The second PTM – Within a week after announcement of mid-term or sessional 1 exam results
- The estimated budget or expected expenses of PTM shall be approved by the head of institution, at least 15 days prior to the event.
- The departmental head shall ensure that the date & time of PTM, and communicated well in advance to the students and parents.
- Coordinate with PTA to implement the programs successfully.
- The departmental head shall submit the report to the concerned with geo-tagged photographs / video, within a week, after completion of PTM.
- The departmental head shall place the report of PTM before the Academic Council meeting held on 10th of every month.
- Non-compliance to this policy may lead to major penalties like withholding the salary or increment, promotion, etc.

Date: 01/06/2024

Place: Amravati

V F
01/06/24
(Dr. Veda Vivek)

Principal, Dr. PDNI Amravati

Principal

Dr. Panjabrao Deshmukh
Nursing Institute, Amravati

