

THRISSUR DISTRICT CBSE TEACHER KALOTSAV 2024 MANUAL

Date: 16th August, Friday 2024

**Venue: Blooming Buds Bethania
English School Senior Secondary,
Vellithiruthi, Marathamcode P.O,
Kunnamkulam**

Registration for participation: Online

(<http://www.sahodayathrissur.com>)

THRISSUR DISTRICT CBSE TEACHER KALOTSAV -2024

MANUAL

This manual contains operating procedures, judgment criteria and rules and regulation for the conduct of Thrissur District CBSE Teacher Kalotsav 2024 to be held at Blooming Buds Bethania English School Senior Secondary, Vellithiruthi, Marathamcode P.O, Kunnankulam on 16th August, 2024. The rules /regulations/judgment criteria etc. enshrined in this manual are applicable only to Thrissur District CBSE Teacher Kalotsav '24.

Important things to remember:

1. Only member schools of the Sahodaya School Complex, Thrissur (SSCT) are eligible to participate in this Kalotsav.
2. The items come under the following heads:
 - a. Literary
 - b. Music (Vocal)
 - c. Art
 - d. Dance
3. One Teacher shall participate in a maximum 2 individual items and 2 group items.

Guidelines for the conduct of the Kalotsav

1. An Organizing Committee shall be constituted for the purpose of conducting the Kalotsav.
2. The Organizing Committee shall be responsible for conducting the Kalotsav.
3. The following sub Committees shall be constituted at the venue for the smooth and effective conduct of the Kalotsav.
 - a. Registration.
 - b. Reception
 - c. Programme
 - d. Stage, Panthal, Light & Sound
 - e. Finance f. Food
 - g. Prizes & Certificates
 - h. Publicity & Media
 - i. Judges
 - j. Discipline
 - k. Appeal.
 - l. Accommodation
 - m. Jury of Appeal

- i) President of Sahodaya School Complex, Thrissur
- ii) General Convener iii) General Secretary iv) Convener, Judges Committee
- v) Convener, Programme Committee
- vi) Convener, Finance committee

4. The funds for running the Kalotsav shall be raised through two sources.

- a. Participation Fee from Member Schools - Rs.2500/-
- b. Individual Participation Fee- Rs.300/-

The Finance committee shall oversee the income and expenditure of the Kalotsav, prepare the Kalotsav budget audit the Kalotsav accounts and submit the report. c. Sale of food coupons

Participants shall purchase food coupons as per the rates fixed by the Organizing Committee. Any income over expenditure from the sale of food coupon will go to the SSCT Kalotsav fund. Food from outside the venue shall not be permitted into the campus.

5. Fee:

The Kalotsav fee (School fee + Individual Participation Fee) shall be remitted to the SSCT either DD drawn in favour of the Treasurer, Thrissur Sahodaya Complex, payable at Thrissur or NEFT transfer. Counterfoil shall be submitted along with the entry form.

6. Only one Participant from a school shall be allowed in each item in the Sahodaya Level competition.

LIST OF ITEMS

CODE	ITEM	TIME	REMARKS
001	Pencil Drawing	2 hrs.	Off stage
002	Painting (Water Colour)	2 hrs.	Off stage
003	Essay writing English	1 hr.	Off stage
004	Essay writing Malayalam	1 hr.	Off stage
005	Essay writing Hindi	1 hr.	Off stage
006	Story writing Malayalam	1 hr.	Off stage
007	Story writing Hindi	1 hr.	Off stage
008	Story writing English	1 hr.	Off stage
009	Versification English	1 hr.	Off stage
010	Versification Hindi	1 hr.	Off stage
011	Versification Malayalam	1 hr.	Off stage
012	Extempore Malayalam	5 mts.	
013	Extempore English	5 mts.	
014	Extempore Hindi	5 mts.	
015	Recitation Malayalam	5 mts.	
016	Recitation Hindi	5 mts.	
017	Recitation English	5 mts.	
018	Light Music – Female	5 mts.	
019	Light Music –Male	5 mts.	
020	Digital painting	1 hr.	Off stage
021	Thiruvathirakali	10 mts.	
022	Group Song	10 mts.	
023	Bharatanatyam	10 mts.	
024	Folk Dance	5 mts.	

General rules of the competitions

1. In the above list an item given as common for male and female means that there will be no competition separately for males and females.
2. Off Stage items are marked as Off Stage in the remark column. Other items are Stage Items.
3. In all competitions participants are eligible for certificates and prizes.
4. Replacement request will not be entertained once the Identity Card is issued.
5. Kalotsav ID Cards will be provided to all the teachers.
6. Allotment of Chest Nos. will start 1 hour before the commencement of the item. Chest Nos. will be allotted for 1 hour since then.

7. Once the allotment of Chest Nos. is closed, no participant will be issued with a Chest No. and the Participant shall be considered disqualified.
8. If a participant does not report on stage before the final call, it will lead to disqualification.
9. Any member from a participating school making/trying to make a contact with any of the members of the Judging Panel will lead to the disqualification.
10. Participants are strictly forbidden from bringing mobile phones to the venues. If a participant is caught carrying a mobile phone, he/she will be disqualified and the instrument will be confiscated.
11. The qualifications and credentials of the judges shall be announced on the stage, before the commencement of each item.
12. Once a competition is over, the stage managers shall do the tabulation work in the presence of the judges. One of the judges shall announce winner's code number and grade at the venue of the competition/on the stage.
13. Identity Card issued by the Sahodaya is compulsory for all participants.

MUSIC (Vocal)

Light Music

Film Songs, album songs or Devotional songs shall not be allowed for Light Music.

Judgement Criteria

Light Music- Shaareeram -20, Shruthilayam -20, Njanabhavam -20, Thalam-20
Sahithyashudhi-20

Group Song

Only Malayalam songs shall be allowed in Group songs. No Musical instruments shall be allowed except sruthi box.

Judgement Criteria

Shruthi - 35, Thalam - 35, Harmony among the singers – 30

ART ITEMS

Pencil drawing: Conformity to the given theme -20, composition -20, ingenuity (skill) -20, distinctiveness of strokes and shading -20, consummation (poornatha)- 20

Painting(water colour): Conformity to the given theme -20, composition -20, skill of using water colour - 20,style -20 consummation (poornatha) -20

Digital Painting:

- a) Software : Windows 10 MS Paint (You are not allowed to use paint 3D software.) Image size in MS Paint should not exceed as given below.
Width = 10 inches, Height = 7 inches, Resolution = 96DPI (Basic)
- b) No external images should be used. The images should be created by the participants on the spot.
- c) The file should be saved in JPEG file format. The file should be saved in the folder named Digital Painting created on the desktop.
- d) The file name should be compulsorily participant's chest number. All other file name will be considered as invalid entry.
- e) Confirm the folder and check that your file is saved in the specific folder before logging off. Organizers will not be responsible for any lost file.
- f) Text can be used to specify the theme, but the participant's name or other details should not be mentioned on the images created.
- g) Theme will be announced by the judges at the venue.

Judgment Criteria

Clarity of theme -20, Optimization of images (make the best use of image display quality) -20, Synchronization of colour settings -20 ,
Perception (the way of seeing something so that they seems to have height, width, depth, and relative distance) -20, Uniqueness -20

LITERARY ITEMS

(Essay writing, Story writing, Versification, Recitation, Elocution & Extempore)

ESSAY WRITING Language -20, Systematic and logical arrangements of points -20, Indepth knowledge of the topic -20, mode of expression -20, reference to interrelated topics-20

STORY WRITING Language -20, creativity -20, style of writing -20, aesthetics of writing 20
mode of narration -20

VERSIFICATION Language 20, creativity -20, rhythm-20,aesthetics -20, mode of versification-20

RECITATION Memorisation -25,clarity and correct pronunciation -25, suitable nonmelodramatic gestures /expressions & modulation -25, clarity in meaning and message of the poem -25

EXTEMPORE Freedom from stage fright -20, clarity in speech and correct pronunciation 20, purity of language -15, in-depth knowledge of the topic/logical arrangement of points -15 eloquence -15, voice modulation-15

DANCE ITEMS

Bharathanatyam & Folk Dance

Music recorded only on CD shall be used for Bharathanatyam and Folk Dance. The CD shall be handed over to the Stage Manager at least 15 minutes before the performance. The CD must bear the name of the school at its labeling side. There shall be no other song/recording on the CD of one item.

Judgement Criteria

Bharathanatyam

Akarasushama - 15, Vesham - 15, MudrakaludePoornatha - 15,
Chuvaduveppu - 15, BhavaPrakadanam - 20, Thalam – 20

Folk Dance

Akarasushama - 20, Vesham - 20, BhavaPrakadanam - 20,
Thalam - 20, Chalanabhangi – 20

Thiruvathirakali

In the case of Thiruvathirakali both stage performers and back stage performers shall wear the same costume and make up.

For Thiruvathirakali, there shall be 10 participants (2 singers and 8 performers)

Simple traditional dress (Traditional Kerala dress preferably Kasavu set) should be used. Originality of the dance must be maintained. Nilavilakku and Nirapara will be provided at the venue.

Judgement Criteria

Veshathanima - 25, Chalanam - 25, Thalam - 25, Chuvaduveppu - 25

Grade

A 70% and above – 5 points

B 60% to 69% - 3 points

C 50% to 59% - 1 point

No Grade/points for 49% marks and below

Calculation of points for Individual Items

Grade	A			B			C		
	Grade	place	Total	Grade	place	Total	Grade	place	Total
1st place	5	5	10	3	5	8	1	5	6
2nd Place	5	3	8	3	3	6	1	3	4
3rd place	5	1	6	3	1	4	1	1	2

Calculation of Points for Group Items

Grade	A			B			C		
	Grade	place	Total	Grade	place	Total	Grade	place	Total
1st place	10	10	20	6	10	16	2	10	12
2nd Place	10	6	16	6	6	12	2	6	8
3rd place	10	2	12	6	2	8	2	2	4

1. Schools securing first, second and third positions shall be awarded Rolling Trophies.
2. Individual trophies are instituted for the First, Second and Third positions for every item.
3. In ranking the Schools, the grades and positions of the participants shall be considered.

APPEALS

1. In case of disputes, if any, an appeal shall be filed in the specified proforma, given as Annexure B along with an appeal fee of Rs.2000/- within one hour of the announcement of the result. Appeal shall be filed only by the team manager of the school concerned. No appeal from any other source will be acceptable. If the decision taken by the Jury of Appeal is favourable to the appellant, the appeal fee shall be returned. If the decision is not favourable, the same shall be forfeited.
2. The Jury of Appeal shall, on receiving the appeal, scrutinize the case in detail, considering the legal and technical aspects of the issue. A detailed order shall be passed by the Jury of Appeal in the prescribed form (Annexure C).
3. The Jury of Appeal shall take a decision on the appeal, on the same day of receiving the appeal.
4. The Jury of Appeal shall have the right to accept or reject an appeal after scrutiny.
5. The decision of the Jury of Appeal shall be final and binding on all.

FOOD

1. Food and refreshments shall be arranged at the venue for the participants, escorts, judges and the officials. Food coupons at the rate fixed by the food committee should be purchased by the team manager in advance.
2. Menu will be distributed among the participating schools well in advance.
3. Classroom accommodation shall be provided to the participants

Programme Co-ordination Rules.

1. The District CBSE Teacher Kaloatsav Committee shall be the only official body to decide upon all matters regarding the Kalotsav.
2. The District CBSE Teacher Kaloatsav Committee shall fix the Venue for the Kalotsav after making a physical inspection of the infrastructure facilities of the venue school.
3. The venue school shall abide by the rules and regulations contained in this manual.
4. The Registration fee channeled through the SSCT will be spent on meeting the expenditure on judges, kalotsav facilities and incidental expenses. The surplus amount, if any shall expended according to the decision of the District CBSE Teacher Kalotsav Committee.
5. The venue school shall charge for food coupons
6. Banners, posters, arches and other hoardings for the publicity of the Kalotsav shall bear the name of the District CBSE Teacher Kalotsav Committee prominently.
7. All the stages shall display banners with the name of Sahodaya School Complex, Thrissur,
8. A furnished office room shall be provided for the Kalotsav Officials at the venue school. They shall have the provision to use the facilities available in the school with the permission of the concerned authorities. Food of the SSCT Officials, Conveners, Joint Convenors and the judges shall be arranged by the Venue School.
9. A separate file shall be maintained for all the paper works regarding the Kalotsav. On completion of the Kalotsav, this shall be submitted to the General Secretary along with the photographs/CDs of the function as well as the account statement.
10. The mark sheets, Tabulation sheets, Result sheets etc. shall be kept in the safe Custody of the General Convenor of the Sahodaya Kalotsav and must be handed over to the General Secretary after the Kalotsav.
11. The General Convenor of the Sahodaya Kalotsav shall prepare the list of the winners of the first three places in each item and forward the same to the General Secretary, SSCT on the next day of completion of Kalotsav.
12. Proper communication shall be maintained with the SSCT Officials with regard to the progress and proceedings, before, during and after the Kalotsav.
13. The Kalotsav is a prestigious programme involving all the CBSE Schools in Thrissur District. Hence, every attempt shall be made to make it grand, colourful and successful.
14. SSCT shall extend all possible help, support and guidance to ensure that the Venue School gets all the publicity, popularity and fame of hosting this mega event.
15. On completion of the Kalotsav the General Convenor shall send a copy of the consolidated result sheet to each participating school showing their position.

GUIDELINES TO THE JUDGES

1. Every judge shall sign a declaration in the prescribed Proforma (Annexure A) to the effect that none of his/her pupil/learner or relative is participating in that particular item.
2. Judges are required to be present in the room arranged for them, when involved in the judgment.
3. Before going to the judgment seat, every judge shall deposit his/her cell phone with the Judges' in charge and obtain a slip against it.
4. In no case there shall a judge have any public contact while on duty at the venue. The judge shall desist from talking to the people in the premises.
5. There is no separate lunch break. As and when one particular category competition is over, the judges shall be escorted to the mess hall for lunch by the Judges in charge. If the item prolongs, tiffin will be served at the judgment seat which they shall consume when a particular item gets over.
6. There will be three lights on the stage Red, Green and Yellow. Green indicates the starting of an item. Yellow signals that there is only one-minute left. Red indicates that the time limit is over. If a participant exceeds the time limit, he/she is not eligible for any prize. In the stage where light indicator is not provided, bell system will be followed.
7. A participant will be given an additional 10 seconds after the final warning bell/red light. A participant who finishes his/her item within these 10 additional seconds will be judged for the item and will be awarded positions/grades
8. In case a participant exceeds this additional allowance of 10 seconds, he/she will be considered 'disqualified' and will not be awarded with positions/grades/point.
9. In case, a technical fault occurs before half the time of an item, that event will be restarted; but if it happens after half time, that item can be performed again at the end of that particular programme.
10. All the offstage items are to be valued in the venue itself.
11. Before starting the judgment, the Stage Manager will announce the profile of the judge's in each stage. Therefore, judges must give their profiles early enough to make necessary announcements/ arrangements.

THRISSUR DISTRICT CBSE TEACHER KALOTSAV '24

Proforma for Appeal
(to be filed in within one hour of the declaration of result)

1. Name of the Teacher:

2. Name of the school:

3. The event

4. Stage No

5. Register No

1. Code No:

Place in the competition:

2. Date and time of competition:

3. Date and time of declaring result:

4. Reason for filing appeal:

5. Signature of the participant:

6. Name and Signature of the Team Manager:

7. Date and time of filing appeal:

For office use only

1. Appeal No:

2. No. of appeal fee receipt:

3. Date and time of appeal received:

4. Time of hearing of the appeal:

Remarks

Date:

Signature of the Chairman,
Appeal Committee

THRISSUR DISTRICT CBSE TEACHER KALOTSAV '24

Order on Appeal

Sub:

Ref:

Order No. and Date:

Name and details of the participant:

Details of complaint:

Detailed Report:

Decision on appeal:

Place:

Date

Chairman, Appeal Committee THRISSUR

DISTRICT CBSE TEACHER KALOTSAV '24

From For Clash Management

Name of Participant:

ID Number of Participant:

NATURE OF CLASH

Date: Date:

Item: Item:

Stage No : State No.:

Time (Actual) : Time (Actual):

Date: Date:

Item: Item:

Stage No : State No.:

Time (Actual) : Time (Actual):

RECOMMENDATION

The participant may be allowed to perform the item in the beginning on Stage

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and at the end on State or

.....

Signature of Team Manager

KALOTSAV 2024

Organizing School : Blooming Buds Bethania English School Senior Secondary,
Vellithiruthi, Marathamcode P.O, Kunnamkulam

For further information please contact

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