



GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054

No.DE.23(399)/Sch.Br./SHP/2025/186-193

Dated: 08.12.2025

CIRCULAR

Subject: Comprehensive Winter Readiness Plan for Student Wellbeing.

In view of the anticipated intensification of winter conditions in the National Capital Territory of Delhi, including forecasts of cold waves, dense fog and prolonged low temperature spells, it is imperative that all Govt, Govt. Aided and Private Unaided Recognized Schools under the Directorate of Education adopt a proactive, coordinated and student-centric approach to safeguard the health and well-being of children. The winter months pose particular challenges for school-going children, especially younger students, who may be more vulnerable to cold-related discomforts and seasonal illnesses. To ensure that the learning process continues unhindered and to maintain a conducive school environment during this period, all schools are required to implement a set of structured measures aimed at enhancing student well-being and comfort. The directives outlined below are intended to ensure that every school takes proactive steps in anticipation of changing weather conditions and remains fully equipped to respond effectively throughout the winter season.

1. Mid-Day Meal (MDM) Strengthening

1.1 All Heads of Govt. and Govt. Aided Schools shall ensure that hot, freshly prepared and nutritious cooked meals are served to all eligible students.

1.2 Distribution of Mid-day meals should be done well in time so that it may be served while hot.

1.3 Adequate seating arrangements in indoor or sheltered areas must be ensured for MDM consumption.

2. Provision of Lukewarm Drinking Water

2.1 Schools should explore possibility of providing lukewarm drinking water to students.

2.2 Electric kettles/ insulated jugs/water heating equipment may be utilized following safety precautions. SMC fund may be utilized by HoSs of Govt. Schools to ensure the same.

2.3 Regular cleaning and safe handling of water containers must be ensured.

2.4 Special attention should be given to primary classes and younger students.

3. Monitoring of Student's Winter clothing

- 3.1 Class teachers shall conduct a daily check to ensure students are adequately dressed in warm woollens (woollen sweaters, caps/scarves/mufflers, socks, gloves etc.)
- 3.2 Teachers must encourage parents to adopt layering of clothes to maintain warmth.
- 3.3 HoSs shall prepare a list of children who appear to lack sufficient winter wear and coordinate with School Management Committees (SMCs), NGOs, RWAs and local agencies for support wherever necessary.

4. School Environment & Infrastructure Preparedness

- 4.1 Any minor repair work relating to broken panes/doors should be undertaken at the earliest to avoid cold air seepage.
- 4.2 Morning assembly during severe cold conditions should be shifted indoors or conducted at the classroom level as feasible.
- 4.3 Avoid exposing students to outdoor activities during peak cold hours.
- 4.4 Schools should provide heaters to security guards. SMC fund may be utilized by HoSs of Govt. Schools to ensure the same.

5. Health, Hygiene & Preventive Awareness

- 5.1 Conduct short awareness sessions on seasonal health risks such as cold, flu and general respiratory concerns.
- 5.2 Encourage students to maintain personal hygiene, cough etiquette, washing hands and use of masks whenever required.

6. Safety & Emergency Preparedness

- 6.1 HoS's must maintain a readiness plan for extreme cold days including reducing outdoor exposure and reorganizing schedules of activities if required.
- 6.2 Maintain updated contact details of parents/guardians for any urgent communication.

7. Coordination with Stakeholders

- 7.1 HoSs shall hold brief orientation meetings with staff, SMC members, and support personnel regarding winter preparedness.
- 7.2 Coordination with local administration, civic bodies, and the district offices should be ensured for any urgent requirements like repair, water supply etc.

8. Compliance & Reporting

8.1 Daily monitoring of MDM, provision of lukewarm water, and classroom conditions shall be carried out by HoSs.

8.2 District and Zonal authorities shall conduct surprise inspections to verify adherence to these instructions.

All Heads of Schools are directed to disseminate the contents of this circular to all teaching, non-teaching staff, students and parents and ensure implementation with immediate effect.

All DDEs (Districts/Zones) are directed to ensure the compliance of the same.



(Ms. Veditha Reddy)
Director (Education)

All Heads of Govt./ Govt. Aided/ Private Unaided Recognized Schools under the Directorate of Education through DEL-E.

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Copy to:-

1. Secretary to Hon'ble CM.
2. Secretary to Hon'ble MoE.
3. PA to Secretary (Education).
4. PA to Director (Education).
5. All RDEs, DDEs (Districts/Zones) to ensure compliance please.
6. OS (IT) to please upload it on the website.
7. DDE (ASB/PSB) with request to issue similar guidelines and ensure necessary action.
8. Guard File.



(Ms. Veditha Reddy)
Director (Education)