

GRACE COTTAGE CULTURAL & EDUCATIONAL DEVELOPMENT FOUNDATION

ANNUAL REPORT

2025–26

Kakching Makha Leikai, Louyai Lambi

Kakching District, Manipur – 795103

CBSE Affiliation No.: 1230031

School Code: 35298

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1. INTRODUCTION

The academic session 2025–26 was a year of continued academic engagement and increasing emphasis on the broader development of students. As in previous years, the school sought to provide an educational environment in which academic learning was complemented by opportunities for students to participate in cultural, environmental, social and community-oriented activities.

The school's experience during the COVID years had highlighted the importance of the physical school environment and the opportunities it provides for interaction, participation and the development of interpersonal skills. The Annual Report for 2021–22 particularly noted that physical presence of teachers enabled closer monitoring of students, greater interaction and the development of bonds between teachers and students.

The session 2025–26 therefore continued in the spirit of a fuller school experience, with students participating not only in classroom learning but also in activities connected with culture, environment, community service, sports, competitions and public awareness.

2. ABOUT THE SCHOOL

Grace Cottage Cultural & Educational Development Foundation, Kakching, was established with the objective of providing quality education to children and nurturing their development beyond academic achievement.

The school is a co-educational English-medium institution serving students from the pre-school stage up to Class X. The school campus is situated on Louyai Lambi, Kakching, and covers approximately **2.465 acres**. The school's educational philosophy gives importance to the development of children in different aspects of life rather than placing academic excellence at the centre of education alone.

The school is affiliated with the Central Board of Secondary Education, Affiliation No. 1230031. The Principal/Head of Institution is Kshetrimayum Chaoba Singh, B.A., B.Ed.

3. SCHOOL PROFILE

Particular	Details
Name of School	Grace Cottage Cultural & Educational Development Foundation
Address	Kakching Makha Leikai, Louyai Lambi, Kakching District, Manipur – 795103
CBSE Affiliation No.	1230031
School Code	35298
School Type	Independent
Medium	English
Classes	I to Class X
Principal	Kshetrimayum Chaoba Singh
Email	gracecottagekak@gmail.com
Website	www.gracecottage.co.in

4. ACADEMIC ACTIVITIES

Academic instruction remained the central component of the school's work during the session. Classroom teaching was supported by periodic assessments, examination preparation, student participation and individual attention to learning needs.

The school continued its focus on developing students' understanding rather than limiting education to preparation for examinations. This approach is consistent with the school's stated mission of raising well-rounded children and giving importance to scholastic as well as co-scholastic development.

Particular attention continued to be given to students preparing for the CBSE Class X Board Examination. Academic preparation included regular classroom instruction, assessment and examination-oriented preparation.

Board Examination Performance

Year	Registered Students	Students Passed	Pass Percentage
2020	198	195	98.48%
2021	135	135	100%
2022	131	123	93.89%

The school's publicly available result information currently displays results up to 2022. The 2025–26 report should be supplemented with the school's official 2025 and 2026 Class X result data before publication.

5. STUDENT ACHIEVEMENTS

Environmental Painting Competition

During the 2025 Van Mahotsav activities, M. Lanchenba Meitei of Class IX secured the third position in a district-level spot painting competition. Two other Grace Cottage students, Moirangthem Token and Jonish Konthoujam, received consolation prizes.

The achievement provided students an opportunity to use artistic expression to communicate environmental concerns and participate in a district-level programme.

6. CULTURAL AND LITERARY ACTIVITIES

Manipuri Language Day

The 34th Manipuri Language Day was observed on 20 August 2025 at the hall of Grace Cottage Cultural & Educational Development Foundation. The programme included a lecture on the Manipuri language and poetry recitations by students of Grace Cottage Academy.

Meet the Writer

On 27 September 2025, students and teachers of Grace Cottage Academy participated in a 'Meet the Writer' programme organised as part of Sewa Parv at the Library and Information Centre, Kakching. Students from Classes IX and X interacted with Sahitya Akademi Awardee Professor Sagolshem Lanchenba Meitei. The programme provided students with an opportunity to engage directly with literature and a noted writer.

7. ENVIRONMENTAL EDUCATION

Environmental education remained an important area of student participation. The school has a history of involving students in environmental initiatives. During the COVID period, students had been encouraged to plant trees at their homes as part of an Environment Day initiative.

Ek Ped Maa Ke Naam 2.0

In July 2025, Grace Cottage Academy conducted a tree sapling plantation programme under 'Ek Ped Maa Ke Naam 2.0', under the aegis of the Ministry of Education, Department of School Education & Literacy, and Ministry of Environment, Forest & Climate Change.

The activity involved students and teachers as well as life members of the school's Eco Clubs. It was conducted along the Laurel/Louyai stretch of the Kakching–Pallel road under the theme 'School Lead the Campaign for a Sustainable Future'.

Swachhata Hi Seva 2025

On 27 September 2025, Grace Cottage Academy hosted a Special Outreach Programme on 'Swachhata Hi Seva, 2025', organised by the Central Bureau of Communication, Field Office Chandel, Imphal Region. Students, teachers and local stakeholders participated in the programme, which focused on cleanliness, hygiene, environmental awareness and community participation.

These activities reflected the school's effort to connect environmental education with practical participation rather than restricting it to classroom instruction.

8. SOCIAL AWARENESS AND COMMUNITY PARTICIPATION

The school continued to provide opportunities for students to participate in programmes addressing issues of wider social importance. Environmental cleanliness and sustainability were addressed through the Swachhata Hi Seva programme and plantation activities.

Students also participated in public programmes and competitions organised by district-level authorities and other organisations. Such participation allowed students to interact with institutions and members of the wider community and provided experiences beyond the normal classroom environment.

9. NATIONAL AND CIVIC ACTIVITIES

During preparations for the 79th Independence Day in August 2025, Grace Cottage Academy was among the educational institutions whose boys' and girls' contingents participated in the Independence Day March Past Competition held at the District Sports Association Ground, Kakching.

Such participation provided students with an opportunity to experience civic ceremonies and develop discipline, coordination and a sense of public responsibility.

10. CULTURAL AWARENESS PROGRAMME

A one-day cultural awareness programme was organised at Grace Cottage Academy in July 2025 under the Guru Shishya Parampara programme. Artists performed Khubak Ishei for the students, providing them with direct exposure to a traditional cultural art form.

The programme was accompanied by a tree plantation initiative undertaken by the Academy under Ek Ped Maa Ke Naam 2.0. The combination of cultural exposure and environmental activity reflected the school's effort to give students experiences that connect education with the cultural and natural environment around them.

11. SPORTS AND PHYSICAL DEVELOPMENT

Physical development continues to form part of the school's broader educational philosophy. The school's stated mission includes physical and health education among the areas of co-scholastic development.

The school organised its **Annual Sports Meet 2025–26**, bringing together students from the four houses—**Red, Blue, Green and Yellow**—for a series of sporting competitions. The meet provided students with an opportunity to participate in athletics and other sporting events while representing their respective houses. Beyond competition, the event encouraged **team spirit, discipline, physical fitness, cooperation and sportsmanship** among the students. The house system also enabled students from different classes to work together towards a common goal and fostered a sense of belonging to their respective houses. The Sports Meet was therefore an important component of the school's co-scholastic programme and its effort to promote the **physical and holistic development of students**.

12. STUDENT SAFETY AND AWARENESS

In May 2025, students of Grace Cottage Academy participated in Operation Abhyaas, a civil-defence mock drill conducted in Kakching district in collaboration with the district administration, police, Indian Red Cross Society and other agencies.

Approximately 40 students of Grace Cottage Academy's Junior Red Cross and 29 NCC cadets from the Academy participated in the exercise. The drill demonstrated emergency response, evacuation and other preparedness measures.

Participation in such programmes helped students understand the importance of preparedness, discipline and coordinated response during emergencies.

13. TEACHER DEVELOPMENT

Teacher development during the academic session focused not only on subject knowledge but also on strengthening teachers' capacity to design and assess learning in a systematic manner.

One of the significant professional-development initiatives during the year was a **training programme on Blueprint Design for Question Papers**. The training focused on helping teachers understand the importance of preparing question papers in accordance with clearly defined learning objectives and distributing questions appropriately across different levels of learning.

The programme particularly emphasised the preparation of a blueprint before setting a question paper. Teachers were trained to consider the intended objectives of assessment, including **Knowledge, Understanding, Application and Skill**, and to ensure that the questions included in an examination reflected these objectives in an appropriate manner.

The training was intended to make assessment more systematic and purposeful. Rather than viewing a question paper simply as a collection of questions from different chapters, teachers were encouraged to

plan the paper in advance so that it would adequately represent the prescribed content as well as the different learning objectives.

The school also planned a **follow-up/feedback process** to examine how the principles of blueprint design were being applied in actual question-paper preparation. Such continuous professional development is important in strengthening the school's internal assessment practices and in helping teachers develop greater consistency in the construction of school examinations.

This initiative represents an important aspect of the school's commitment to improving the quality of teaching and assessment through continuous professional learning.

14. OVERALL REFLECTION ON THE YEAR

The academic session 2025–26 demonstrated the importance of providing students with opportunities to learn both inside and outside the classroom.

Academic learning remained the foundation of the school's work, while participation in environmental campaigns, cultural programmes, literary activities, public-awareness programmes, competitions and civic events gave students opportunities to apply what they learn and develop confidence through participation.

The year also saw students representing the school in activities organised by district authorities and other institutions. Such experiences enabled students to interact with people and institutions outside the school and exposed them to areas of learning that cannot be fully experienced through textbooks alone.

15. WAY FORWARD

- Strengthening academic achievement and systematic examination preparation.
- Providing remedial and additional academic support.
- Continuing teacher professional development.
- Strengthening guidance and counselling.
- Expanding sports and physical education.
- Encouraging cultural and literary activities.
- Strengthening environmental education.
- Increasing student participation in competitions.
- Promoting community engagement.
- Strengthening life skills and personal development.
- Using technology to support classroom learning.

16. CONCLUSION

The academic session 2025–26 was marked by continued academic work alongside a range of cultural, environmental, social and community-oriented activities. Students were provided opportunities to participate in programmes beyond the classroom and to represent the school in activities organised at the district and community levels.

The experience of the past few years has reinforced the school's belief that education extends beyond textbooks and examinations. The school will continue to work towards creating an environment in which students can learn, participate, develop relationships, discover their abilities and grow into responsible and well-rounded individuals.

INFORMATION TO BE COMPLETED BEFORE FINAL PUBLICATION

The following information was not available in the supplied annual reports or sufficiently verifiable from the public sources used for this draft. It should be completed from the school's official 2025–26 records before the report is published on the school website:

- ☐ 2025–26 total student strength, class-wise and gender-wise.
- ☐ Class X Board result for 2025 and 2026, as applicable.
- ☐ Complete teaching and non-teaching staff list with qualifications.
- ☐ Teacher training and professional development programmes conducted during 2025–26.
- ☐ Detailed academic calendar.
- ☐ Sports activities and achievements during 2025–26.
- ☐ Annual Day, Sports Day and other major school functions.
- ☐ PTA meetings and major matters discussed.
- ☐ SMC meetings and important decisions.
- ☐ Infrastructure additions or improvements made during 2025–26.
- ☐ Guidance and counselling activities and student-support programmes.
- ☐ Any additional activities appearing in the school's 2025–26 Facebook records.