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## **Status and Services of Kendriya Vidyalaya Libraries**

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### **Abstract**

*To assess to what extent users are utilized KVs based Status and services, various aspects of internet usage, favorite search, engines, and problems faced by the users in using the Kendriya Vidyalaya in Libraries. The paper also determines the satisfaction level of users regarding library services, online database services and infrastructure facilities. Suggestions have been given to make the services more beneficial in the library users of library all over India.*

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**Introduction:** The government of India and various other states for the improvement of Kendriya Vidyalaya education can bring in desired results provided the school has full complement of library resources, personnel and necessary infrastructure. So far the Kendriya Vidyalaya library has not been given its rightful place in the scheme of things. Nevertheless, it can play a very important role and help the school in achieving the educational objectives. If we recognize the value and importance of informal system of education, then library method of self-education is get its due place.

Kendriya Vidyalaya library provides information, inculcates ideas, and develops knowledge that is so essential to functioning successfully in today's information and knowledge based society. It is fundamental to Kendriya Vidyalaya library to equip students with lifelong learning skills and develop in them creative thinking and imagination, and enabling them to live as ideal and responsible citizens.

Thus, the Kendriya Vidyalaya library must be made the hub of all the activities planned and executed in school. It can be used by students to prepare for their next class period, home examination, general education, information, competitions, recreation and inspiration. To cater to the wide varieties of demands of students and teachers it has to judiciously select and procure the prescribed/recommended text-book and other reading material from different sources, technically process it by making use of a standard scheme of classification, catalogue it to provide various access point, organize the collection on scientific lines, circulate the documents and disseminate the information in the manner most liked by the students and teachers. In addition, the Kendriya Vidyalaya library has to serve as a resource centre as well.

**Kendriya Vidyalaya Sangathan:** Kendriya Vidyalaya is a system of central government schools that have been instituted under the aegis of ministry of human resource development, government of India.

The system came into being in 1963 under the name ‘central schools’ and has been affiliated with CBSE since then. Later, the name was changed to Kendriya Vidyalaya. Its objective is to educate children of the Indian Defence service personnel who are often posted to remote locations. With the army starting its own Army public Schools, the service was extended (but not restricted) to all central government employees. The uniform curriculum followed by these all over India was intended to ensure that the children of government employees do not face education disadvantage when their parents are transferred by providing a common syllabus and system of education. It still operates after 50 years.

The Kendriya Vidyalayas are run by the Kendriya Vidyalaya Sangathan, an autonomous body formed by the Ministry of Education, Government of India, and New Delhi as a result of the recommendations of the second Pay Commission. They primarily cater to the educational needs of the children of the Central Government employees including defence personnel and floating population, liable to frequent transfers throughout India. Needless to say, therefore, they have common syllabus and are affiliated to the Central Board of Secondary Education, New Delhi.<sup>1</sup>

**Need of the Study:** All school has their own library worth the name is not an utopian proposition, but is the need of the day. Innovations in schools organization have made great impact on education and many implications on school libraries. School library pays significant role in converting the young boys and girls into better citizen who are expected to pay their respective roles in various fields, right from plugging the lands to electing public representatives. These young boys and girls will be administering and implementing government policies at various stages and levels of bureaucracy, enhancing national capabilities in education, research, science and technology, Defence and so on. Schools education is the pillar on which is erected the castle of national development. Those young students, who have been given proper library facilities in schools, will become vigorous and voracious advocates and patrons of libraries. Kendriya Vidyalay Sangathan, aiming at providing quality education, pay greater attention to their libraries.

Great important has given to the organization and management of librarians in Kendriya vidyalaya .The education Code says that, every Endeavour should be made to ensure that the library adds to scholastic efficiency by providing material to supplement and enrich instruction and guidance given to the class room, besides affording the child to discover himself,guide him to adopt higher ideals of life and help in the choice of useful career. Therefore the study is important of Kendriya Vidyalaya Libraries.

**Data Collection and Analysis:** Data will be collected by the Questionnaire & Interview. After that data will be tabulated and use of Statistical Tools and Techniques and Data will be Analysis.

**Statement of the Problem:** The Library must maintain a well-round core collection including reference material to satisfy the regular needs of the staff and students. The core collection would consist of several copies of textbook, reference materials related to each subject, costly essential books which would include encyclopedias, maps, atlas rare books on particular topics/subjects or exclusive editions of general books. Besides the core collection other general (fiction and nonfiction) books for regular issue should be available in the library.

The light of the above facts a need has been felt to undertake the research on the topic - **“Status and Services of Kendriya Vidyalaya Libraries”** This study will enable to learn all the important aspects.

**Review of Literature:** In brief this article review a few studies conducted abroad as well as in India on use and awareness of KVs Library. This article also focuses on the status of computers and other commonly used hardware, e-mail, internet, library software, automated user services expenditure on KVs and online resources available in libraries of particularly developing countries. In this paper was found that facilities availability, particularly the absence of computers, email and internet in libraries.<sup>2</sup>

#### **Objectives of the Proposed study:**

Objectives of the present study as under:

1. To find out the status of library and information services of Kendriya Vidyalaya.
2. To find out Information resources facilities and services available in Kendriya Vidyalaya Libraries.
3. To know the library related policies and administration of Kendriya Vidyalaya Sangathan.
4. To find out users behavior of Kendriya Vidyalaya Libraries.
5. To study the lending facilities and services provided to the users.
6. To suggest measure for improve library facilities in Kendriya Vidyalaya.

**Purpose of the Study:** The purpose of the study is to ascertain the impact of KVs in all libraries. The research work highlights the advantages or merit associated with Kendriya Vidyalaya on library. Position of **Kendriya Vidyalaya** in India-1096: **Maharashtra-56**

**Library policies of kendriya vidyalaya:** The policies of kendriya vidyalayas regarding the library are as follows:

Kendriya Vidyalaya sangathan (KVS) is the premier institution which pursues excellence and sets the pace in the field of school education in the country by promoting national integration and a sense of “Indianness” among the children while ensuring their total personality development and academic excellence. Kendriya Vidyalaya are I the fore front of integrating innovation ideas and up-ti-date technologies in teaching and learning.

**National Knowledge Commission, 2005:** These guidelines are formulated based on the previous KVS Library Policy (2008), CBSC: Organizing School Libraries Manuel (1998), IFLA/UNESCO School Library Guidelines (2002), National Curriculum Framework (2005)

National Knowledge Commission recommendations on libraries (2008) and a number of other international school library guidelines.<sup>3</sup>

1. The library must maintain a well-rounded core collection including reference materials to satisfy the regular needs of the staff and students. The core collection would consist of several copies of textbooks, reference materials related to each subject, costly essential books which would include encyclopedias, maps, atlas, rare books on particular topics/ subjects or exclusive editions of general books.
2. Besides the core collection other general (fiction and nonfictions) books for regular issue should be available in the library.
3. Library collections are dynamic resource and therefore, there should be constant review and renewal of material to ensure that the collections are relevant to the users/stakeholders.
4. Weeding out of books should be a regular feature and should be carried out with the approval of the competent authority, at least once in a year.
5. Categorizing/classify and indexing of books should be invariably done keeping in mind the objective of the library.

#### **Services to be provided by the library:**

1. Issue of books for home use-Each student would be issued two books at a time for a period of one week. Staff members, including principal, would be issued maximum five books at a time for a maximum period of one fortnight. Failure to return books on time would compulsorily lead to penalty of Re.1 per day for all (students & staff)
2. A recall system for overdue books should be introduced. This could be achieved by sending an overdue note to the concerned student through the class Teacher. In case of staff the note can be sent through the school office.
3. Computer and internet access- The library should have a computer, which would be used for storing information of the collection; record of books issued digitized books and provide internet access.<sup>4</sup>

#### **Organization of the Library:**

1. A proper system of cataloguing and classification of the collection should be done to provide easy access and also to keep account of the books. Dewey Decimal Classification (DDC) system should be used for this purpose.
2. Computerization of the library should be carried out.
3. Books should be arranged in locked shelves but open access system should be followed.
4. The library should subscribe at least 10 periodicals/ Journals/magazines. These should be attractively displayed on magazine /newspapers should be arranged date wise and preserved for at least 6months.
5. The display boards in the library should show the jacket covers of latest books, interesting information on various topics, besides writings of students and teachers
6. The library should also carry out a number of activities like:-
  - i. Display of latest books, magazines & periodicals.

- ii. Books reviews
- iii. Organization of book fairs (at school or cluster level by involving other nearby schools).
- iv. Career guidance and counseling corner.
- v. Themes for the week and display of related materials.
- vi. Compilation of material from newspapers/magazine etc for various topics like environment, science and technology etc.
- vii. Organization Books Quiz.
- viii. Prizes to students who have borrowed the maximum number of books.
- ix. Establishing of book clubs.

### **Management of Library:**

1. The librarian will manage the library and the librarian will include all that has been stated in the previous sections.
2. Besides recommending books for the library committee will also recommend suitable budgetary provision for the library; develop a general programme of library service to suit the interest and requirement of different sections of users; review library rules and formulate new rules for the library; make recommendations for proper functioning of the library.
3. All teachers and students can recommend books for the library for which a suggestion box should be kept in the library. Suggestions received through this box shall be placed for consideration of library committee.
4. Besides books for children, the committee will also select books for teachers on various subjects apart from Academics.
5. The primary teacher would maintain a register regarding issue of books to the students so that he/she can keep track of the books read and students are not given books they have already read.
6. The selection of books for the class libraries will also be done by a committee comprising of H.M, librarian, class teacher, two other teachers and two students who will be nominated by the principal.
7. The class teacher will ensure that every, its author and a brief account of the content is recorded.
8. Non-compliance of the instructions given above will be considered to be a dereliction of duty for which suitable action may be initiated against the concerned principal/Librarian/Teacher/H.M.

**Library Automation:** Library Automation may be defined as the application of computers to perform some of the traditional library housekeeping activities such as acquisition, circulation, cataloguing, stock verification, serials control, etc.

➤ **Libraries in Kendriya Vidyalayas :** CBSC published a handbook titled “Organizing School libraries: Guidelines” in 1997. Based on it, Kendriya Vidyalaya Sangathan has been giving periodical recommendations for the development of its libraries. KVS

charted out a Library Policy in 2012 detailing the aim, functions and services of school libraries.

In Govt. sector, KV libraries stay at the top with enough infrastructure and professionally trained librarians. Awareness of the importance of libraries in the academic achievement of the students make the administrators think about restructuring the libraries with new technologies for information storage and retrieval. Library automation is the foundation on which all other activities are based. It has been considered as the starting point of a library's first meeting with technology.<sup>5</sup>

➤ **Library of kendriya Vidyalaya Pattom:** The Vidyalaya started functioning in the year 1964. Now it has 3400 students and 125 staff members studying and working in two shifts. The library has a collection of 21,645 books and more than 40 multimedia CDs as on 31/04/2008. It subscribes 65 periodicals and 06 newspapers.

The library provides a host of services, which include reference, circulation, current awareness, reader's club, exhibitions and displays, competitions, information literacy programmes and online resources (Internet and CD-Rom searching).

**Collection Development Policies of Kendriya Vidyalayas:** Kendriya vidyalaya plays an important role in the arena of school education. KVs function under the organization of kendriya Vidyalaya Sangathan which is run by the Ministry of HRD. The data pertains to collection development policy of only the KVs which are situated in Maharashtra. 56 KVs have been into taken into consideration to find out which policy they follow regarding the development of the collection of the libraries.<sup>6</sup>

#### **Suggestion:**

- The study shows that internet surfing is most important for user in Libraries so that the libraries should be well equipped with enough numbers computer.
- Librarian should be well trained. Time duration of using KVs activity; should be increased.
- Librarians should be more responsive and helpful. Printing facility should be available in the library to get print out of the articles of e journals and databases.
- As the survey has shown, in addition to access infrastructure and content having requisite skills, teacher' motivation is a critical factor in ICT adoption.
- Proper Kendriya Vidyalaya training should be given to the librarians.
- More attention is required towards the female respondents regarding the KVs Libraries usage. Respondents can improve their KVs skill by owning computer at their home.
- Seminar and conferences on KVs should be held at least twice in a year to create awareness about recent advancement in Library and Information science among the librarians.
- Every Librarian should be given the chance to work with KVs in library.

- In digital era library should be well equipped that all the functions can run smoothly and user can get used all enriched resources of the library.
- More online journals should install much faster machines for faster access.
- Library should install much faster machines for faster access.

**Limitations:** This study limitation India and measures user's engagement in the number of user responses. The quality of user responses is not sufficiently studied. And the study relies heavily on the objective data from libraries' use of KVs and its impact on library services, cultural factors are not delved into. And this would probably generate more meaningful theoretical results. Further studies can be improved by including user inputs on libraries' KVs based service, surveying users' opinions and exploring cultural aspects of applying KVs in Library services. As To our sample, all the libraries are facilitated with Kendriya Vidyalaya Libraries facilities and libraries that provide KVs based services. More studies especially for school libraries in India are still needed.

**Conclusion:** Libraries play a vital role in meeting users' information needs. In this information era, university libraries use in day-to-day library operations to serve the library patrons effectively. The study concludes that, KVs training programs for library staff in Indian and Iranian university libraries to initiate regular training programs for library human resources to keep up with rapid developments.

Since, on-The –Job training and workshop/seminar are the most preferred modes of training by both Iranian and Indian library staff, KVs training through these two modes is preferable. It seems that both Indian and Iranian library staff are interested in gaining for library staff needs strong support from supervisors/managers. In addition, the development of training policy for both university libraries of India and Iran and modification of their library staff working hours are strongly recommended.

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