

OFFICE OF THE DEPUTY DIRECTOR OF SCHOOL EDUCATION (SEC.)  
KANGRA AT DHARAMSHALA, H.P.

No. EDN-KGR (D-4) (Disaster)/2026-

Dated: Dharamshala-176215, 27<sup>th</sup> June, 2026

Deputy Director of  
School Education (Sec)  
27 JUN 2026  
Dispatch No. 4028-32  
Kangra at Dharamshala

To,

1. All Principals, Government Senior Secondary Schools, District Kangra.
2. All Headmasters, Government High Schools, District Kangra.
3. All Principals/Heads of Private Recognized Schools, District Kangra.

Subject: Directions regarding Monsoon Preparedness and Safety Measures in Educational Institutions.

Memo,

This is with reference to the letter No. **502/DM dated 25.06.2026** received from the **Additional District Magistrate, Kangra at Dharamshala** on the subject cited above.

In view of the onset of the monsoon season and the likelihood of heavy rainfall, flash floods, landslides, water logging and other weather-related hazards in District Kangra, you are hereby directed to strictly comply with the enclosed **Monsoon Preparedness and Safety Measures (Annexure-I)** issued by the District Administration.

You are requested to ensure that all necessary precautionary measures are taken in your institution to safeguard students, teaching and non-teaching staff and school infrastructure. Particular emphasis shall be laid on the following:

- Safety inspection of school buildings, classrooms, boundary walls and other infrastructure.
- Preparedness for emergency situations and availability of first-aid and emergency contact numbers.
- Regular monitoring of weather advisories issued by the District Administration/IMD.
- Immediate reporting of any monsoon-related incident, damage to school property or any untoward event to this office as well as to the concerned local authorities.
- Strict adherence to all instructions contained in **Annexure-I**.

The matter may be treated as **Most Urgent** and compliance shall be ensured in letter and spirit.

Encl.: **Annexure-I** (as received).

Deputy Director of School Education (Sec)  
Kangra at Dharamshala

27<sup>th</sup> June, 2026

Endst. No. Even Dated: Dharamshala-176213

Copy forwarded for information and necessary action to:

1. The Additional District Magistrate, Kangra at Dharamshala, with reference to letter No. 502/DM dated 25.06.2026, for kind information.
2. The Nodal Officer, IT Cell (Internal) to upload the same on **website/Heads group/email**.
3. Office Copy.

Deputy Director of School Education (Sec)  
Kangra at Dharamshala

**Directions to all Heads of Government Schools in District Kangra regarding Monsoon Preparedness and Safety Measures**

In view of the onset of the monsoon season and keeping in view the experiences of previous years wherein heavy rainfall, flash floods, landslides, falling trees, waterlogging, road blockages, electrocution hazards and damage to school infrastructure have adversely affected educational institutions in Kangra district, all Heads of Schools are directed to undertake the following precautionary and preparedness measures to ensure the safety of students, staff and school property. Kangra district is particularly vulnerable to hazards such as landslides, flash floods and heavy rainfall during the monsoon season.

**1. School Infrastructure Safety**

1. Conduct an immediate inspection of all school buildings, retaining walls, boundary walls, roofs, staircases, verandahs and water tanks.
2. Identify and cordon off unsafe or vulnerable structures until repairs are completed.
3. Ensure proper cleaning of drains, rainwater outlets and water channels within the school premises.
4. Remove loose tin sheets, broken branches and other materials that may pose danger during strong winds and heavy rains.
5. Ensure that all electrical fittings, switchboards and wiring are safe and protected from water seepage.

**2. Landslide and Flood Risk Assessment**

1. Schools located near hill slopes, nallahs, streams, rivers or landslide-prone areas shall remain particularly vigilant.
2. Any signs of soil movement, cracks in buildings, retaining walls or surrounding slopes shall be reported immediately to the concerned authorities.
3. Access routes frequently affected by landslides or flooding shall be reviewed daily during periods of heavy rainfall.

**3. Student Safety**

1. Morning assembly may be conducted indoors whenever weather conditions are adverse.
2. Outdoor games, excursions and other outdoor activities shall be suspended during heavy rainfall warnings.
3. Students shall be sensitized regarding dangers of crossing swollen streams, drains and waterlogged areas.
4. Attendance should not be insisted upon where weather conditions or road connectivity pose a risk to student safety.

**4. Emergency Preparedness**

1. Update the School Disaster Management Plan and ensure that all staff members are aware of their responsibilities.

2. Display emergency contact numbers prominently in the school.
3. Maintain a functional first-aid kit and emergency lighting arrangements.
4. Ensure availability of drinking water and basic emergency supplies.
5. Conduct awareness sessions regarding evacuation procedures and safe shelter locations.

#### 5. Weather Monitoring

1. Heads of Schools shall regularly monitor weather forecasts and advisories issued by the District Administration, IMD and DDMA.
2. Any warning regarding heavy rainfall, flash floods or landslide risks shall be immediately communicated to staff, students and parents.
3. Directions issued by the District Administration regarding closure of schools shall be complied with promptly. In previous monsoon seasons, educational institutions in Kangra have been closed as a precautionary measure due to heavy rainfall and associated risks.

#### 6. Reporting Mechanism

1. Any damage to school buildings, boundary walls, roads, water supply, electricity or other infrastructure shall be reported immediately to the concerned Block Elementary Education Officer/Principal and the office of the Deputy Director.
2. A record of all monsoon-related incidents and remedial measures taken shall be maintained.

#### 7. Staff Responsibility

1. All staff members shall remain alert and responsive during periods of adverse weather.
2. No student shall be permitted to remain in unsafe areas of the school premises.
3. Special attention shall be given to the safety of young children and students with special needs.

All Heads of Schools shall ensure strict compliance with these instructions and take all necessary preventive measures in the larger interest of safety and disaster risk reduction during the monsoon season.

**Nodal Officer –DM (Department of School Education (Secondary))**  
**Kangra at Dharamshala**