

EDUCATIONAL AFFAIRS OF THE SCHOOL

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Abstract:	Keywords:
The goals and tasks of the deputy director of the school's educational affairs , the rights of the deputy director of the school's educational affairs , providing pedagogical knowledge to parents, working with parents and the method of increasing their legal literacy is explained.	director, deputy, cooperation, influence, lyceum, perfect, class corner, individual work, production, teams

Introduction

1. Goals and tasks of the deputy director of educational affairs of the school

The deputy director shows affection and love towards students, demands towards the pedagogical team and parents, and regularly works on himself, is patient, expresses his thoughts carefully, and learns from others. embodies attractive qualities. To know the essence of all the documents adopted by the state and our government, to know the works of the President, to be able to promote them among students and young people, the traditions of folk pedagogy, the national traditions, values, and teachings of the Uzbek people. should know:

- to know the domestic and foreign policy of our country well and always take it into account in his activities, to know the scientific bases of organizing educational work and new methods and methods;
- to be aware of the latest news given through radio, television and other means of mass information and to be able to convey their essence to students;
- ability to prepare and conduct extracurricular activities ;
- participation in events held at the district, city , region, republic level ;
- giving methodological recommendations to those who conduct educational work with students at school ;
- regularly improving his skills, participating in practicals held in his field.

The deputy director for educational affairs performs the following **duties**

1. Performs educational activities of school classes. While performing this task, in cooperation with and relying on the teachers of various subjects who are teaching in the classroom, he forms the foundations of the national worldview in students, develops their moral education. Organizes extracurricular activities for students and strengthens the classroom community.

a special task of the head of the class to develop students' interest and ability to learn, to guide them to the profession and to form their life goals, taking into account the individual mental

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characteristics of each student –. At the same time, he pays attention to the health of each student.

3. In the center of attention of the head of the class is the issue of ensuring the mastery of the students in the higher class. To do this, he is aware of the daily learning of each student . He organizes help for those who are left behind in time and without delay.

4. –Directs the self-management work of the students in the class , ensures the participation of the class team in socially useful activities, ensures the active participation of the class in the important events organized at the school level.

5. Establishes close contact with parents of students –, educators of extended school days, parents in enterprises and institutions, residences.

6. The head of the class achieves the establishment of uniform requirements for students among all subject teachers teaching in this class, –distributes pedagogical knowledge to parents, and strengthens the relationship between the family and the school.

seen that the task is wide and complex, and their successful solution also depends on the personal qualities of the class leader. The requirements for the personal qualities of the head of the class are no different from the requirements for the teacher. However, since the head of the class is the main educator, the person from whom children take a moral role model, these requirements become his personal qualities , and he plays a special role in education.

2. The rights of the deputy director for educational affairs of the school

He gives instructions to the relevant pedagogical staff in connection with the tasks defined in the regulations. Based on the scope of the service task, he solves the issues of organizing activities outside the classroom and school and opening new clubs.

- taking into account the achievements of the head of the class in educational work, making a proposal to the director to reward him;
- to reprimand class leaders for irresponsibility or abuse of their duties in agreement with the principal;
- has the right to propose to the director to reward the parents who raised the child well, community activists who helped the school.

The deputy director should do the following :

- approving the work plan of class leaders in cooperation with the director;
- approval of the plan of sports competitions held at the school in cooperation with the director;
- approval of the plan of various club activities in cooperation with the director.

The vice-principal complements the educational activities organized in the classroom and outside the school, as well as the educational activities in the life of students , and forms their conscious worldview . The duties of the organizer of extracurricular activities include:

control the planning and implementation of extracurricular educational activities ;

2. Establishing multifaceted activities of students outside the classroom and school with the help of pedagogical team, student organizations, class activists;

3. Provide methodological support to class activists of student organizations, directly leading

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the direction of activities outside the classroom and outside the school;

4. To participate in the most important educational events held at the school and between schools ;

5. Educational and cultural institutions in the organization of students' free time and extensive use of public power .

The scope, main directions, and content of the educational work carried out with the class team should correspond to the level of mental development of the students at each age level. Because the future generation should be educated, organized, united, true citizens of our Motherland. Conducting educational work in elementary grades at school, its implementation is organized by the head of the class or organizers of educational work. The main directions of educational work: forming the foundations of a scientific worldview in students, educating them in the spirit of national independence; organization of socially useful work of students; education of students' moral culture, conscious attitude towards their own rights and duties; is the formation of students' self-management skills. The elementary team work is built in such a way that the connection with other teams of the class is constantly made, and the traditions of the general school are preserved. The elementary team works in the activities of social useful works of the whole school under the guidance of the teacher-educator and the head of the class, student self-management, self-management bodies.

The deputy director of the teacher and the head of the class, along with the formation of a healthy, harmonious group of children, supports the constant interests of children, directs their socially useful activities. Young students are very active and mobile. . The desire to be active is an organic need of children of this age. However, in this case, children will not have enough life experience and will feel the need for daily pedagogical guidance. The primary school teacher chooses methods of educational work that provide an excellent opportunity to create real public relations, educate children to care for each other, and create favorable opportunities for the development of individual abilities.

The deputy director together with the teacher helps children in primary classes to choose the type of activity that interests them. However, young students often cannot assess their own characteristics correctly due to their age characteristics. The teacher creates a healthy public opinion based on the creation of a cohesive group of children in the primary grades .

The deputy head teacher of the primary school studies students in the natural conditions of education and training, in the process of their team activities. Extracurricular work extends the time of pedagogical influence on students aimed at a certain goal, and the teacher in the lessons allows to expand and deepen acquired knowledge, develop children's abilities, satisfy their diverse interests, and organize cultural recreation. Extracurricular activities have great potential to engage children in community life. The initials of the name of the educational institution, the class and the responsible person (head of the class or head of the class); purpose and tasks of the event; on what basis the event will be held (for school or class, class, tradition, according to the system of general educational work of school or class, etc.).

Analysis of preparations for the event:

Initiators and organizers of the event, class leader, student, some students, parents, etc.); the

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level of student interest was taken into account when choosing this activity; features of preparation for the event (planning of the event together by the class, class, leader, and students, distribution of tasks, teaching; formation of new concepts and ideas among students during the preparation for the event; preparatory work for the class, class, students impact (compliance with the socio-educational goals and tasks of the event, taking into account the age and personal characteristics of students, the need for mutual help and criticality, the relationship between boys and girls.

Analysis of the progress of the educational event: suitability of the network of the educational event to the content; relevance of event content to life; students' activity, organization, discipline and interest in it during the event; appropriateness of the appearance of the students and the equipment and decoration of the room where the event is held: the attention of the students; b) content of the given questions; competitive spirit; mood swings; such as the level of morale, the way students interact with each other.

The approximate content of the analysis of the Night of Readers:

1. date, time of the event;
2. educational institution (school, lyceum, college) number of class work students;
3. event organizer (class leader); preparation and analysis of the event;
4. appropriateness of the activity network to the age of students; the name of the selected work;
5. the artistic value of the work, its suitability to the interests and needs of students ;
6. the artistic analysis and analysis of the work was done correctness of issues;
7. knowledge and moral experience of students at night taken into account;
8. of students' opinions , their activity at night;
9. of the night ; of the night advantages and disadvantages.
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<p>Aesthetic so'stem is great for the achievement of educational goals teachers are vero' familiar with the firmness required to achieve the unito' of the means of the 'ositive im'act of:</p> <ul style="list-style-type: none"> - Raising the students' environment unit; - The students' inde'endence and self-education unit; - Civil and unito' of humanito'; - Firmness and unito'; <p>Student personalito' cautious attitude;</p> <ul style="list-style-type: none"> - Taque into account gender differences; - Moral and posical health care; - Adhere to the norms of moralito' 	<ul style="list-style-type: none"> - the unity of the student community environment in t arbiia; - student independence and unity of self- education ; - unity of citizenship and humanity; - demand and confidence unity; - any hostile attitude towards the student; - consideration of gender differences; - taking care of children's moral and physical health; - adherence to moral standards.
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A conversation about morals and manners is one of the methods of forming moral consciousness, and through this process students are taught about good and bad, honesty and dishonesty, straightness and crookedness, justice, honesty and dishonesty, friendship and enmity, moral knowledge about concepts such as wisdom and ignorance, bravery and

cowardice, guest and hospitality, beauty and ugliness, modesty and arrogance, kindness and inconsistency, sincerity are introduced.

From the point of view of the structure of the educational hours of the class, the content of its nature, the plan, and the basic materials collected, it consists of 4 parts, namely: introduction; the main part; artistic part; The final part consists of:

In the introduction, students' attention should be drawn to the topic's relevance, content, role and importance in human life, development of society, and production. In this case, the teacher of the educational lesson should be able to take the students out of the educational-academic process directly into the free communication.

is the complete content of the agenda of the work carried out . The content of the topic is brought to the end in the artistic part.

In the final part, the viewed and discussed educational issue is concluded with a practical approach for 5-10 minutes, tasks are determined, the topic of the next class educational hour is announced, and assignments are distributed.

3 . Providing pedagogical knowledge to parents.

Forms and plans of providing pedagogical knowledge to parents Human development is so complex that life experience is not enough for him, learning, knowledge and study are extremely necessary for him. KDUshinsky in his treatises "People's spirit in social education" and "Between pedagogical literature", pedagogical knowledge for parents begins with the study of pedagogical literature. It is said that parents can acquire the art of education only when the knowledge in raising a child is based on the idea of nationalism, imbued with the spirit of the people.

Pedagogical knowledge is extremely necessary for parents. This knowledge is imparted at school, in the neighborhood and through daily media. But new problems in our life require further strengthening and deepening of pedagogical knowledge.

Pedagogical knowledge in school is implemented in various forms: pedagogical lecture, scientific, methodical council, "We will answer your questions" (parents' day).

For parents **A lecture is** one of the types that provide pedagogical knowledge to parents. The lecture intended for parents should be educational and educational.

lectures that provide pedagogical knowledge for parents :

- formation of national independence ideology and the role of parents in the education of a well-rounded person.
- economic upbringing in the family.
- spiritual heritage and family.
- do you know your past generations? Issues of creating a family.
- family upbringing in the creativity of thinkers.
- methods used by our people in raising children.
- justice in the family is the basis of correct education.
- do you want your child to be generous and kind?
- education of faith in the family.

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Selected topics for parents are planned as follows.

Topic: "Spiritual heritage and family".

To educate parents about the teachings of thinkers and educators about raising a child in the family from our past heritage .

Sources providing the lecture:

a) the works of 60 enlightened thinkers and thinkers (ideas in family education in the works of Abu Ali Ibn Sina "Tadbir al-manozil", "Maqbubul Qulub" by Alisher Navai, "Akhlaqi Mukhsini " by **Vaiz Koshifi**).

b) exhibitions-pictures of scholars and book samples. c) didactic materials, cards with wise words, facts.

Introduction to the lecture: Independence and the ideology of national independence and understanding of national heritage. This is the policy of the leadership of Uzbekistan in this regard.

The main part of the lecture: Abu Ali Ibn Sina, The connection between the ideas of continuity in the works of Alisher Navoi and Vaiz Koshifiy, and the creation of the works are discussed. Then there is information about family, respect, tasks and duties of parents in the work. The problems of how female and male qualities mean filial duty in the family. Wise thoughts in moral education are connected with school life by justifying and explaining them through narratives, stories, and reprimands.

The final part of the lecture is methodical instructions and recommendations on how to use our national heritage. Organization of "Parents' Day" at school is one of the types of pedagogical education. It is traditionally important to invite parents to the school on a certain day and inform them about various educational activities.

The work schedule for this day can be as follows:

1. Organization of a pedagogical advisory board.
2. Organizing exhibitions of children's art.
3. Inviting parents to open classes.
4. Organization of educational events.
5. Demonstration of a concert program for parents.

If the above work in cooperation between parents and school is organized methodically, it will give a positive result. The role of the class leader is important in organizing the class team. To conduct a class meeting, the team is first made cohesive. At the class meeting, 3-4 issues will be considered, problematic aspects will be analyzed and it will be necessary to find a solution.

Children who study well should be encouraged in the class, i.e. in the team, during the meeting of the head of the class. Children are friendly to each other. Only by absorbing the revolutionary, work, and fighting traditions of our young generation, instilling in themselves the best qualities of the older generation, their ideological faith and perseverance, love for the

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Motherland, and their desire to work in the development of its economic, political and military power. can continue the work of their grandfathers and fathers.

Unlike other educational institutions, the family affects all aspects of a person throughout his life. This enormous scale of the task of family education is combined with the uniqueness of its ideological and psychological influence.

In the implementation of pedagogical education to parents, it is important not only to give knowledge, but also to arm them with practical skills and abilities in the field of education, to awaken their pedagogical activity, to encourage them to work independently, and to establish appropriate internal family relations. is important.

The parents' committee is elected at organizational meetings, and the work plan is approved. Activities are developed to establish a pedagogical climate in the environment , public tasks are distributed, and classes of initiative parents are formed in various areas of work, and plans for holding general school events are coordinated for parents' work.

The final class meetings in the quarter aim to draw the attention of parents to the achievements, shortcomings, and unused opportunities in the development of students' interests, abilities, and moral will.

It is also important for class leaders to take into account the latest "psychological-pedagogical research" while organizing educational work together with parents. According to them, the contribution of the family to the formation of the personality of a growing person is different at different age stages and changes in waves. The lack of such knowledge leads to many mistakes in family education. The class leader cannot fail to take this into account when working with parents. In this regard , the following joys and mistakes of parents in raising children can be distinguished:

- the lack of parents ' interaction with children, the life of the school children's community, their child's interests, his attitude to public affairs, etc. are less interested. - destroys his enthusiasm.

The system of prohibitions as the basis of family education is the result of not being able to educate on the basis of social models, not being able to organize the child's life in such a way that he always practices correct behavior, the action is not coordinated with the school or is in disagreement with it. The fact that some parents reduce their educational activity as their children grow up is the basis for their distance from their parents and their increasing interest in school . It is not justified to assume that the child will come to his senses and recover after he grows up , it often leads to a situation of pedagogical neglect that requires re-education.

Pedagogical lecture is one of the most popular forms of pedagogical knowledge. In recent times, pedagogical education for parents is widely demanded , and pedagogical education for mothers is carried out in various forms in enterprises, clubs, houses of culture, and through parents' pedagogical universities.

Open days or parents' days are held throughout the year during school holidays. The forms of their organization can be different . It depends on the traditions of the composition and the creativity of the class leader. The high educational potential of the family is provided by the

special characteristics of children and parents: blood kinship, love, loyalty, trust, and a sense of duty.

Who is better than a mother and father, who know all the weak and strong points of their child from the time they are in the cradle, who can feel and understand even the smallest movement in their hearts, who knows how to influence them, and who teaches goodness, hard work, friendship, brotherhood, love . goes to rgata.

The multifaceted and complex activity of a teacher includes such important tasks as educating the young generation to be polite and attentive, arming them with scientific knowledge. Implementation of these depends on various activities of the teacher: teaching children, being able to organize and conduct activities outside of school and the classroom, carrying out pedagogical promotion activities among parents. All these require teachers to have deep knowledge , to love their field and children.

The head of the class carries out educational work in cooperation with the school administration and the neighborhood community . The peculiarity of the work of the class leader is that he forms a team of students, not just a team of children. The main task of students is to study. Therefore, the head of the class first determines how the children feel about their studies, how they behave, whether they do their homework seriously or not.

The head of the class chooses educational methods according to the level of the determined level of the team's development. Mental education plays an important role in all-round development of a person. The task and content of teacher's moral education forms environmental consciousness and culture from teachers.

characteristic of the teaching profession, including the class leader's profession, is to love children, to be interested in their feelings, to respect each person. A real teacher can be a person who can mobilize all the strength and knowledge of a child who loves the child, who is the future of the child, and who has brought him up as a loyal citizen of the motherland. A person who is indifferent to the child, is not interested in his future, and is indifferent to the teaching profession cannot be a real teacher .

In the "Concept of Primary Education" the image of a primary school teacher is defined: "...the most important thing is a teacher who instills in children a real desire to learn, enthusiasm, and faith. has a special place as ". and again from this concept the qualities of a primary school teacher are added. Teacher: To be nationally proud, who believes that "the future of Uzbekistan is a great country" ;

- to educate children based on the masterpieces of folk pedagogy and our national values;
- it is necessary to be fluent in speech, fully master the style and norms of the literary language, the richness of the folk language, the means of expression and images.

Pedagogical etiquette is a high professional quality of the class leader. It is a quality that helps the teacher to be literate , to be able to control his character, to influence children pedagogically, and to define standards. Only the head of the class with high pedagogical ethics can establish a moderate psychological climate in the classroom and quickly find a way to children's hearts.

According to the nature of his service, the head of the class should also have organizational qualities. For this, it is necessary for a teacher to have the ability to initiate and organize, to be always energetic, enthusiastic, confident in his own strength and capabilities.

An enterprising and enthusiastic class leader can lead the children behind him, and the students will follow him. The teaching profession requires a lot of mental and physical strength, so the teacher's health is also subject to educational requirements. The teacher's voice should be developed and his vision should be good. It is inevitable that he will be able to stand for a long time, walk a lot, and have such qualities as calmness.

In the concept of higher education of the Republic of Uzbekistan, the tasks of a specialist are defined as follows: "regardless of the field of activity, a specialist should have the ability to work in creative teams, training in the fields of management and marketing, the economic, social and cultural aspects of the introduction of new technologies. must be able to clearly imagine its aspects".

Currently, –the pedagogic team carrying out educational work at school and home has great tasks. The school should form the worldview of the young generation, train it ideologically and politically, acquire high moral qualities, and prepare it for work and a conscious choice of profession.

The class leader plays an important role in solving these tasks. Because he organizes and manages work aimed at the implementation of educational tasks in the classroom. Usually, educational work has a collective and creative nature and is called collective educational work (JTI) or collective creative work (JII). JII is a way of organizing a process that is filled with work and play, creativity and companionship, vital hope and joy, and at the same time, a primary educational tool. Forms, tools and methods of mutual cooperation between teachers and students are harmonized in educational work.

On the basis of educational work, there are two: active and collective approaches.

1. It requires the organization of various forms of activity such as knowledge, labor, social, artistic, sports and free communication.
2. Integrated approach - manifested in the natural "joining" of all forms of activity with their influence on a single process. Educational works, at the same time, include moral, aesthetic, political and mental (intellectual) effects. If the activity-related approach refers to the direction of education, the collective approach refers to the nature of its content (pedagogical goal (formation of the main and related aspects of the situation, educational goal); planning; organization and preparation; direct implementation of the work; analysis of the achieved results) defines.

Activities in the school experience are usually organized in public, team, class and individual forms. mass forms of activity organization (i.e., in which certain classes of students work better) by their nature, in the course of its implementation, imply the interaction of participants in order to achieve the activity goal (for example, a lecture, concert) does not hold. However, as in the previous case, participation in these forms directly with peers in some cases activates their work in their activities, in other cases it is the opposite. It largely

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depends on the content of the activity, the attitude (positive, passive or negative) of the students.

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