DEIVA PRABHA L

ACADEMIC COORDINATOR



CONTACT

9442766656

dprabhacbe@gmail.com

43, Periyar Nagar East,
Masakkalipalayam,
Uppilipalayam,
Coimbatore 641015

SKILLS

- Academic Leadership & School Administration
- Curriculum Development & Implementation
- Teamwork
- Time Management
- Effective Communication
- Critical Thinking
- Problem Solving

LANGUAGES

- English (Fluent)
- Tamil (Fluent)
- Malayalam (Fluent)
- Hindi (Intermediate)

REFERENCE

On Request

PROFILE

Dedicated and passionate academic professional with over 16 years of teaching and leadership experience, specializing in Botany, Natural Science and Biotechnology. Seeking a challenging role as an Academic Coordinator in an IGCSE or IB or CBSE schools to foster academic excellence, innovative pedagogy, and holistic student development.

WORK EXPERIENCE

TIPS Excellence, Coimbatore 2025 - PRESENT

Academic Coordinator (CBSE)

- Leading curriculum planning in science across middle and senior school.
- Guiding teachers on effective teaching-learning strategies, assessment design, and student engagement. Coordinating training workshops.

The Indian Public School (TIPS), Tirupur 2024 - 2025

Campus Head

- Oversaw academic, admin and co-curricular functions of the campus.
- Facilitated teacher appraisals, student admissions, classroom observations, and professional development.
- Served as the primary point of contact between school management, staff, and parents.

The Indian Public School (TIPS), Tirupur 2023- 2024

Middle School Coordinator

- Supervised IGCSE curriculum delivery and academic progress for middle school.
- Mentored teachers in instructional strategies for IGCSE framework.
- Organized assessments, academic events, and parent interactions.

The Indian Public School (TIPS), Tirupur 2022- 2023

PYP & Kindergarten Coordinator

- Coordinated PYP curriculum implementation and early years teaching methodologies.
- Conducted training sessions for teachers on inquiry-based and play-based learning.
- Facilitated PYP exhibitions, student-led conferences, and parent engagement programs.

The Indian Public School (TIPS), Coimbatore 2015- 2022

Grade 4 & 5 Lead

- Led the Grade 4 and 5 team, ensuring smooth academic and co-curricular delivery.
- Planned and implemented transdisciplinary learning aligned with IB PYP philosophy. Supported teachers with lesson planning, assessments, and classroom management.

The Indian Public School (TIPS), Coimbatore 2011- 2014

Grade 4 Teacher

- taught transdisciplinary curriculum with a focus on inquiry-based learning.
- Designed and implemented classroom activities that promoted critical thinking and creativity.

2006- 2007

GRD Matriculation School, Coimbatore

Grade 8 to 12 Biology Teacher

- taught Biology to grades 8–12.
- Prepared students for board exams with structured lesson plans and lab work

CERTIFICATION

- State Eligibility Test (SET) passed on March 2004
- Diploma in computer Applications

IB Workshops

- Cat 1-Making the PYP happen: Implementing agency
- Cat 2 - Teaching and Learning

Training workshops

- CCE workshop by Sahodaya schools
- Enhancing the psychological wellness of children
- International Safeguarding course for designated child protection Leads

EDUCATION

Master of Philosophy, Biotechnology 2006 - 2007
Bharathi dasan University

Master of Science - Botany 2001 - 2003
Govt Victoria College, Palakkad, Calicut University

Bachelor of Education - Natural Science 2000- 2001
NSS College, Ottapalam, Calicut University

Bachelor of Science - Botany 1997- 1999
Govt Victoria College, Palakkad, Calicut University

PROFESSIONAL ACHIEVEMENTS

- Conducted numerous in-house Professional Development (PD) sessions for new joiners and facilitators, focusing on IB PYP elements such as Inquiry Cycle, Approaches to Learning (ATL), Student Agency, Key Concepts, PYP Planner, and Standards & Practices.
- Trained Middle School teachers for academic development and effective curriculum delivery.
- Organized and delivered Parent Orientation Sessions for KG, PYP, Middle School, and High School parents on curriculum frameworks and the parent handbook.
- Successfully prepared students for Olympiad exams, mentoring them in advanced academic skills.
- Conducted session on Approaches to Learning (ATL) during the PYP SAIBSA Job-Alike Session collaborating with educators across IB schools to share best practices.
- Organized diverse student programs including celebrations, expos, Student-Led Conferences (SLCs), literary competitions, Performing Arts (PA), and Physical Education (PE) competitions.
- Overseeing admission processes and guiding inquiry parents by explaining the curriculum and academic programs offered.
- Contributed to strengthening a culture of inquiry-based, student-centered learning across different school sections.