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ਵੱਲ

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ਸਮੂਹ ਜ਼ਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫਸਰ (ਸੈ.ਸਿ./ਐ.ਸਿ.)
ਸਮੂਹ ਸਕੂਲ ਮੁੱਖੀ (ਵੈਬ ਸਾਈਟ ਰਾਹੀਂ), ਪੰਜਾਬ


ਮੀਮੋ ਨੰ.ਸਸਅ/ਸਿਵਲ ਵਰਕਸ/2017/10454

ਮਿਤੀ : 27-09-17

ਵਿਸ਼ਾ : ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18

ਹਵਾਲਾ : ਭਾਰਤ ਸਰਕਾਰ ਦਾ ਪੱਤਰ ਨੰ D.O.No.F.27-11/2017-EE.16 ਮਿਤੀ 11/09/2017

- 1.0 ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18 ਸਬੰਧੀ ਭਾਰਤ ਸਰਕਾਰ ਤੋਂ ਪ੍ਰਾਪਤ ਹਵਾਲਾ ਪੱਤਰ ਦੀ ਕਾਪੀ ਆਪ ਜੀ ਨੂੰ ਵਿਸਤ੍ਰਿਤ ਜਾਣਕਾਰੀ ਅਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।
- 2.0 ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18 ਲਈ ਸਾਰੇ ਸਕੂਲ - ਸਰਕਾਰੀ, ਏਡਿਡ ਅਤੇ ਪ੍ਰਾਇਵੇਟ ਸਕੂਲ (ਰੂਰਲ ਅਤੇ ਅਰਬਨ) ਸਮੇਤ ਸੀ.ਬੀ.ਐਸ.ਈ., ਸੀ.ਆਈ.ਐਸ.ਸੀ.ਈ., ਸਟੇਟ ਬੋਰਡ ਅਤੇ ਕੇਂਦਰ ਸਰਕਾਰ ਦੇ ਸਕੂਲ ਜਿਵੇਂ ਕਿ ਕੇਂਦਰੀ ਵਿਦਿਆਲਿਆ, ਨਵੇਦਿਆ ਵਿਦਿਆਲਿਆ ਅਤੇ ਸੈਨਿਕ ਸਕੂਲ ਸ਼ਾਮਲ ਹੋਣਗੇ।
- 3.0 ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18 ਲਈ ਭਾਰਤ ਸਰਕਾਰ ਦੀ ਵੈਬਸਾਈਟ <http://mhrd.gov.in> ਤੇ ਅਪਲਾਈ ਕਰਨਾ ਹੋਵੇਗਾ।
- 4.0 ਸਕੂਲਾਂ ਵਲੋਂ ਅਪਲਾਈ ਕਰਨ ਦਾ ਸਮਾਂ ਮਿਤੀ 01.09.2017 ਤੋਂ 31.10.2017 ਤੱਕ ਹੈ ਅਤੇ ਜ਼ਿਲ੍ਹਾ ਪੱਧਰੀ ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18 ਲਈ ਸਕੂਲਾਂ ਦੀ ਚੋਣ ਕਰਨ ਲਈ ਸਮਾਂ 01.11.2017 ਤੋਂ 30.11.2017 ਤੱਕ ਹੈ।
- 5.0 ਜਿਹਨਾਂ ਸਕੂਲਾਂ ਦੀ ਰੇਟਿੰਗ ਤਿੰਨ, ਚਾਰ ਅਤੇ ਪੰਜ ਸਟਾਰ ਹੋਵੇਗੀ, ਉਹਨਾਂ ਨੂੰ ਜ਼ਿਲ੍ਹਾ ਪੱਧਰੀ ਟੀਮ ਵਲੋਂ ਵੈਰੀਫਾਈ ਕਰਨ ਉਪਰੰਤ ਜ਼ਿਲ੍ਹਾ ਪੱਧਰੀ ਸਵੱਛ ਵਿਦਿਆਲਿਆ ਪੁਰਸਕਾਰ 2017-18 ਲਈ ਚੁਣਿਆ ਜਾਵੇਗਾ।
- 6.0 ਗਾਈਡਲਾਈਨਜ਼ ਨੂੰ ਪੂਰੀ ਤਰ੍ਹਾਂ ਧਿਆਨ ਵਿੱਚ ਰੱਖਦੇ ਹੋਏ ਅਤੇ ਇੰਨ ਬਿੰਨ follow ਕਰਦੇ ਹੋਏ ਯੋਗ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇ।


ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ

ਪਿੱਠਅੰਕਣ ਨੰ. ਸਸਅ/ਸਿਵਲ ਵਰਕਸ/2017/

ਮਿਤੀ

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਸਮੂਹ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ, ਪੰਜਾਬ ਜੀ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਯੋਗ ਅਗਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।


ਡਾਇਰੈਕਟਰ ਜਨਰਲ ਸਕੂਲ ਸਿੱਖਿਆ, ਪੰਜਾਬ



Maneesh Garg,
Joint Secretary (SE-1)
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सूचना का
अधिकार

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GOVERNMENT OF INDIA
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPARTMENT OF SCHOOL EDUCATION & LITERACY
SHASTRI BHAWAN,
NEW DELHI - 110 115

D.O.No.F.27-11/2017-EE.16

11th September, 2017

Respected Ma'am/sir,

As you would be aware, the Ministry of Human Resource Development has constituted the Swachh Vidyalaya Puraskar in the year 2016 under the Swachh Bharat: Swachh Vidyalaya initiative to recognize, inspire and celebrate excellence in sanitation and hygiene practice in elementary and secondary schools. The explicit purpose of the awards is to honour schools that have undertaken significant steps towards fulfilling the mandate of the Swachh Vidyalaya Campaign. The awards are given at the District, State and National levels.

2. It is a matter of satisfaction that more than 2.68 lakh schools participated online in the first edition of the awards. Out of 643 State level award winning schools, 172 schools have been awarded with the National level awards for Swachh Vidyalaya Puraskar 2016-17 on 1st September, 2017. Three best performing States and 11 districts with highest participation at National level of Swachh Vidyalaya Puraskar have also been recognized at the award ceremony on 1st September, 2017.

3. Swachh Vidyalaya Puraskar 2017-18 has been formally announced on 1st September, 2017. The guidelines of Swachh Vidyalaya Puraskar 2017-18 are enclosed herewith. As per the guidelines, schools will register and submit information as per the prescribed format made available online (<http://mhrd.gov.in> → SwachhVidyalaya → SwachhVidyalayaPuraskar or by downloading a mobile app, SwachhVidyalayaPuraskar 2017 - 18. The mobile app can be downloaded from Google Play Store.

4. It has now been decided to include all schools in the ambit of the award for Swachh Vidyalaya Puraskar 2017-18 including the private schools affiliated to CBSE, CISCE, State Boards etc. as well as Central Government Schools i.e. Kendriya Vidyalayas, Navodaya Vidyalayas, Sainik Schools etc. Thus, the Swachh Vidyalaya Puraskar 2017-18 will be open to (a) Government and aided schools; and (b) Private schools, in both rural and urban areas.

5. In order to ensure participation of all schools in this ambitious and innovative initiative, it is requested to:

(a) Organise a State level orientation workshop quickly, to be attended by Principal Secretary (Education), State/district level Education officials including Resource Centres, Cluster Coordinators, all DEOs, Consultants and other concerned officials. This workshop will help to understand the framework/tools and methodology better.

(b) Ensure a quick dissemination of the concept and actions required, at the block and the school level – issue necessary instructions to schools to participate in the award scheme.



पढ़े चलो, बढ़े चलो

HARITRIVA MAN VAMSHI KUMAR ARUNAV

6. On submission of the application by the schools, the data will be aggregated into star rating categories (one to five) by the App and the performance report of the school would be shared with the states/districts/schools. Depending upon the rank category they belong to, the schools would be awarded at different levels, subject to physical validation and screening at different levels.

The time line for the award is given below:

Submission of application	1 st September- 31 st October, 2017
Selection for awards at the District Level and submission of the results to the State/UT Level	1 st November – 30 th November, 2017
Selection for awards at the State/UT Level	1 st December – 31 st December, 2017
Submission of State/UT Level results to MHRD for National Level selections	by 7 th January, 2018
Selection of school for National award	31 st March, 2018

7. It may be noted that UNICEF and Administrative Staff College of India, Hyderabad (ASCI) are collaborating with us in this process, for technical support, and they may reach out to you, for facilitation of the same.

8. For any further clarifications, you may contact Shri Girish Hosur, Director in this Department, Tel. No. 011-23073687; email: hosur.edu@gov.in and Prof. V. Srinivas Chary, Director, Centre for Energy, Environment, Urban Governance and Infrastructure Development at ASCI, Hyderabad; Tel No. 91-40-66534221 email: schary@asci.org.in.

With Regards,

Yours sincerely,


(Maneesh Garg) 11/9/17

To,

The Additional Chief Secretaries/Principal Secretaries/ Secretaries (School Education) of all State Governments and UTs

Copy to:

- 1) Chairman, CBSE, New Delhi
- 2) Chairman, CISCE
- 3) Commissioner, KVS
- 4) Commissioner, NVS
- 5) Joint Secretary (Training), Ministry of Defence

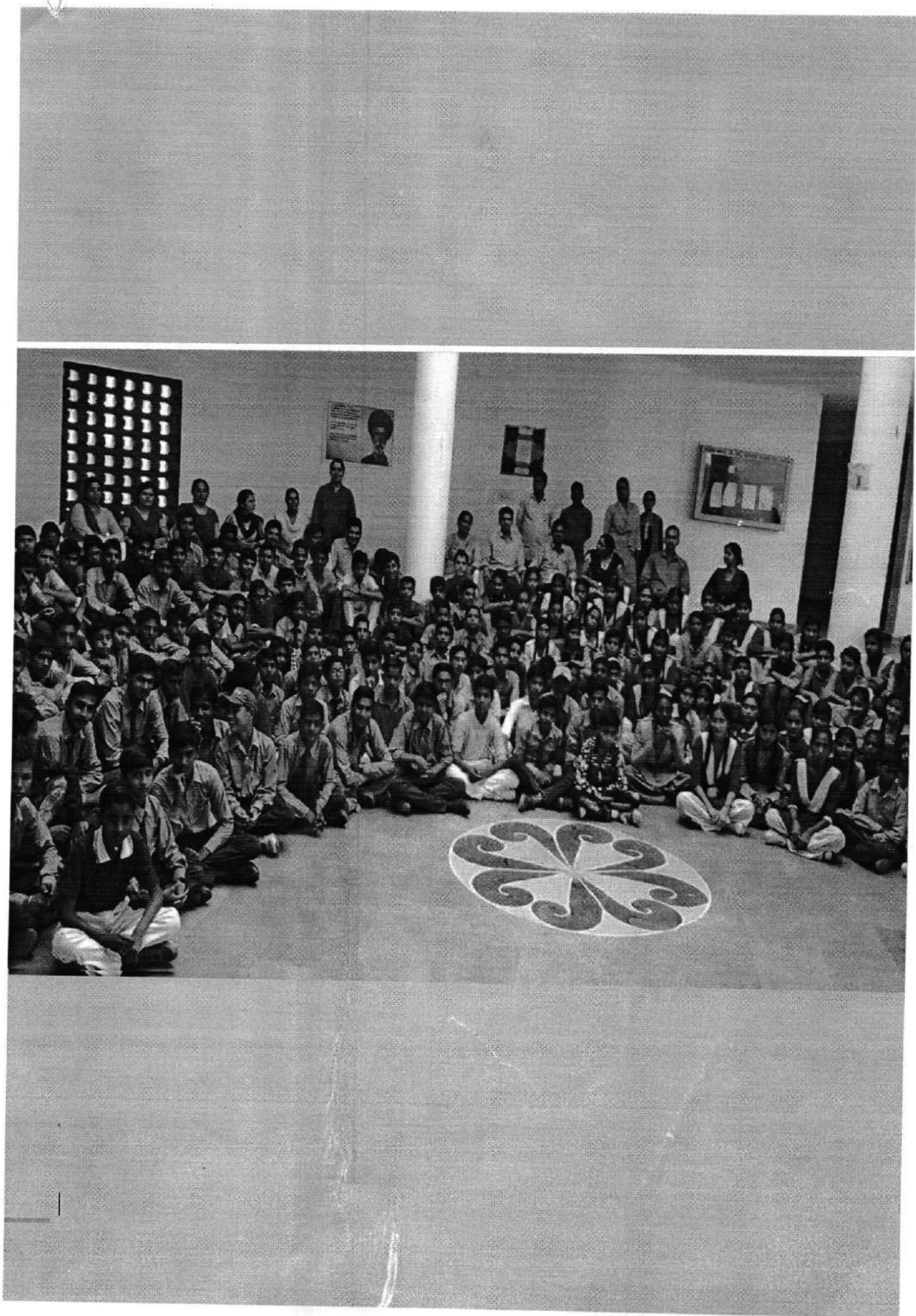


Swachh Vidyalaya Puraskar 2017 - 18

Recognizing excellence in
Water Sanitation and Hygiene
in schools



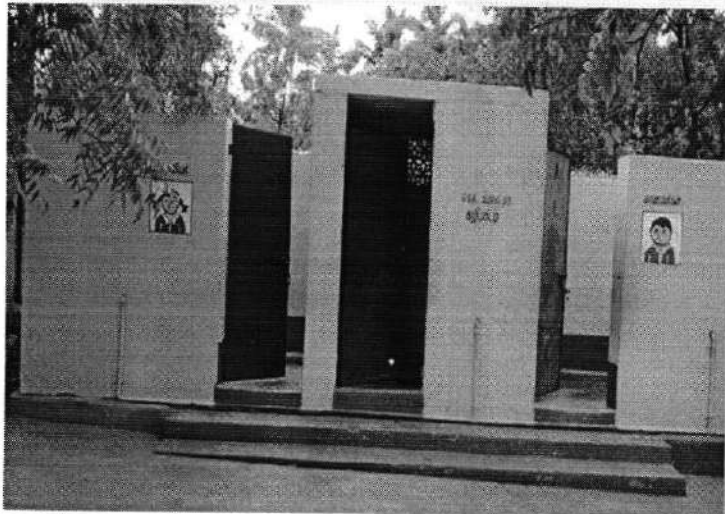
Instituted by
Ministry of Human Resource Development





Content

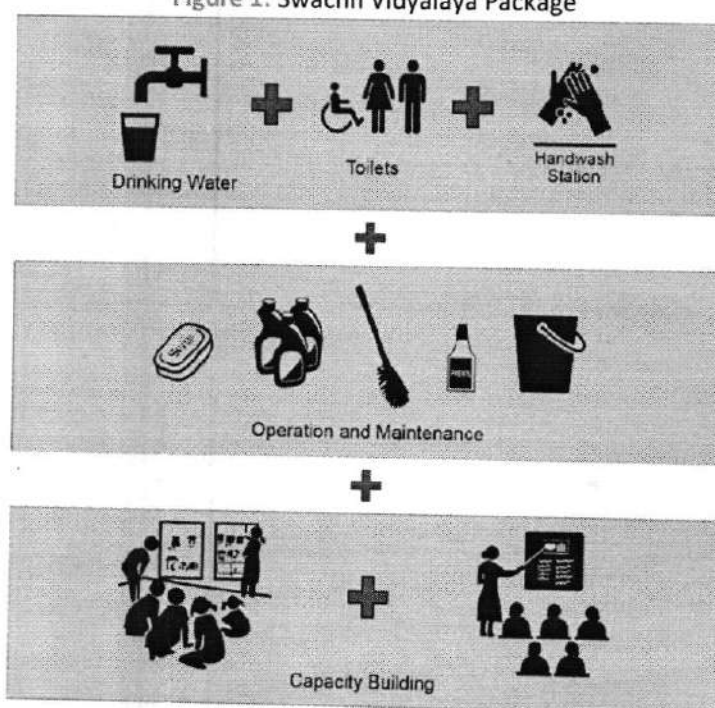
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1. Swachh Bharat Swachh Vidyalaya: A National Mission

Water, Sanitation and Hygiene in Schools play a significant role in determining the health of children, attendance, dropout rate, and learning outcomes. The provision of water, sanitation and hygiene facilities in schools secures a healthy school environment and protects children from illness and exclusion. It is a first step towards a healthy physical learning environment, benefiting both learning and health. Children who are healthy and well-nourished can fully participate in school and get the most from the education being imparted.

Figure 1: Swachh Vidyalaya Package



Source: Swachh Vidyalaya Handbook

In 2014, The Ministry of Human Resource Development, Government of India launched 'Swachh Bharat Swachh Vidyalaya' (SBSV) initiative to ensure that all schools in India have access to separate functional toilets for boys and girls. The initiative also has its emphasis on promoting safe and appropriate hygiene practices in schools and behavior among children.

The Swachh Vidyalaya initiative has defined the essential elements of Water, Sanitation and Hygiene in Schools which are categorized under Water, Sanitation, Handwashing with Soap, Operations and Maintenance, Behavior Change Activities and Capacity Building.

It is required that the components of this basic minimum package are commonly understood and used by all schools as a means to achieve desired service levels in water, sanitation and hygiene practices. Following the launch of the initiative, the State/UTs, district and local governments as well as schools across the country have significantly improved sanitation facilities in schools. They are striving to improve access and have introduced child friendly designs, maintenance practices, effective monitoring using ICT tools, behavior change communication, new financing options and forging partnerships.

These good practices need to be recognized and shared for accelerating and sustaining the achievements of the Swachh Vidyalaya initiative.



Children are Agents of Change

Schools are an established entry point for learning. They present an opportunity to engage parents and community in general, either through knowledge dissemination via children or through direct engagement and demonstration at the school. Children are fast learners and adapt their behaviour more easily than adults. Children are also effective role models. They may question existing practices in their households and choose to demonstrate good hygiene. What they learn at school is likely to be passed on to their peers and siblings, and to their own children if they become parents.

Source: Swachh Bharat Swachh Vidyalaya Handbook

2. Swachh Vidyalaya Puraskar 2017 – 18

The Swachh Vidyalaya Puraskar (SVP) was instituted in 2016 - 17 by the Ministry of Human Resource Development, Department of School Education and Literacy, Government of India to recognize, inspire and celebrate excellence in sanitation and hygiene practice in Schools. The explicit purpose of the awards is to honour schools that have undertaken significant steps towards fulfilling the mandate of the Swachh Vidyalaya Campaign. SVP 2016 - 17 received overwhelming response with over 2.5 lakh schools from 35 States and UTs submitting the entries. SVP 2017 - 18 builds on experience and success of SVP 2016 - 17.

3. Who is eligible for the Awards?

The awards will be open to (a) Government and aided schools; and (b) Private schools, in both rural and urban areas.

4. Methodology for Selection of Schools for the Awards

The process for identifying and recognizing schools for awards is as below:

- I. Schools will register and submit information as per the prescribed format (Annexure 1) made available online (<http://mhrd.gov.in> → Swachh Vidyalaya → Swachh Vidyalaya Puraskar 2017 - 18) or by downloading a mobile app, Swachh Vidyalaya Puraskar 2017 - 18. The mobile app can be downloaded from Google Play Store. The registration of schools would be done with the U-DISE code of the school.
- II. The website/mobile app was customized to cater to different categories of schools.
- III. Schools are expected to provide accurate information as required in the format.
- IV. The information in the format corresponds to the requirements in Swachh Vidyalaya guidelines. Annexure 2 provides the list of indicators categorised under (a) Water (b) Toilets (c) Handwashing with Soap (d) Operations and Maintenance and (e) Behavior Change and Capacity building.
- V. Maximum weightage assigned for each of the Sub-categories is given in Table 1:

Table 1: Weightage/score assigned to Swachh Vidyalaya Sub-categories

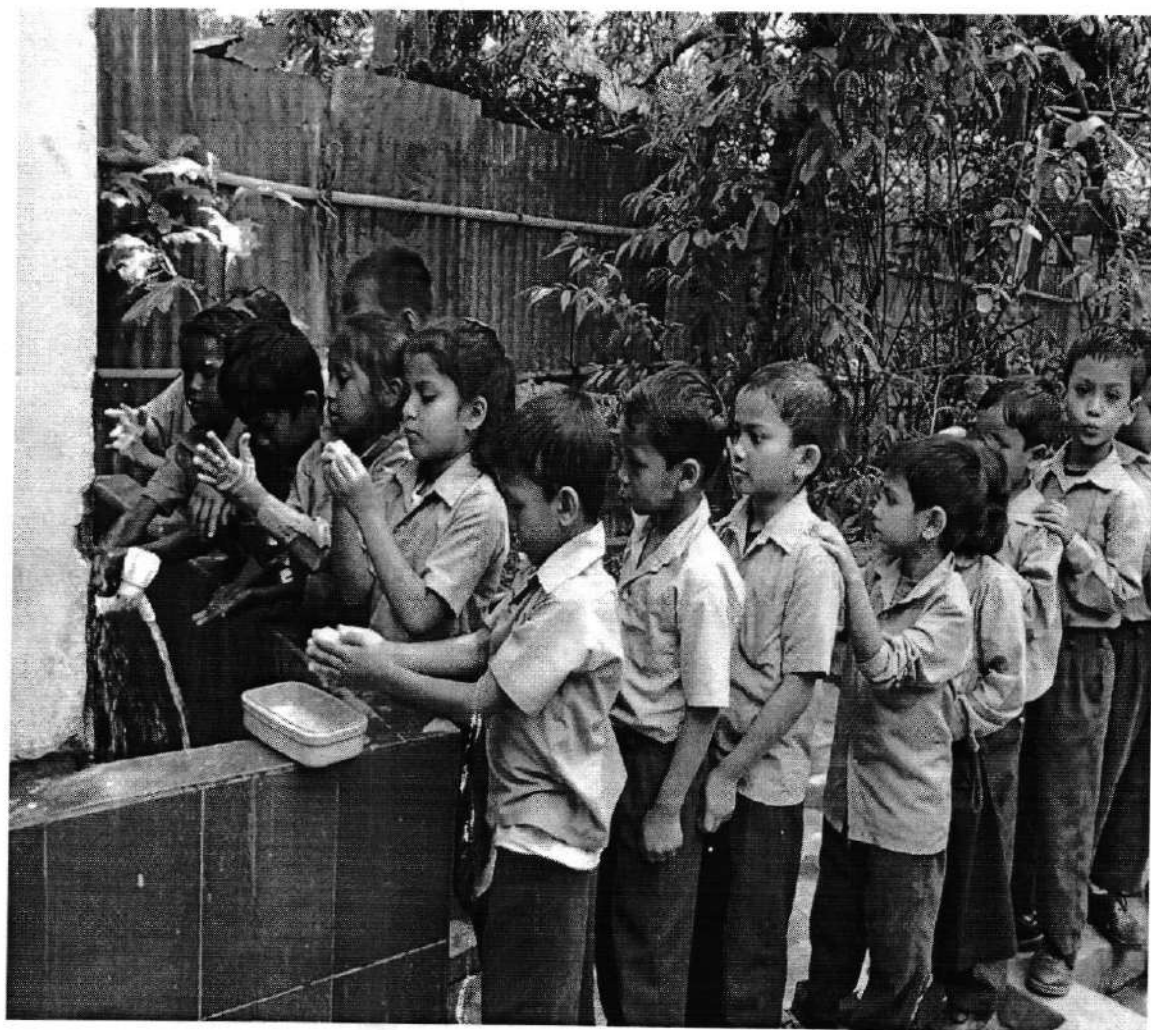
Sub-Categories	Maximum Score
Water	22
Toilet	28
Handwashing With Soap	20
Operations And Maintenance	15
Behavior Change And Capacity Building	15
TOTAL	100

- VI. The performance of the schools against categories will be scored as per the method given in Annexure 3.
- VII. On the basis of the scores obtained, the schools would be given a star rating as described in Table 2.

Table 2: School Rating Scheme

Score	Star Rating	Remarks
90% - 100% of the Norms	*****	Excellent Keep it up!!
75%- 89% adherence to the Norms	****	Very Good
51% - 74% adherence to the Norms	***	Good, but there is a scope for improvement
35%- 50% adherence to norms	**	Fair, Needs Improvement
Below 35% adherence to the Norms	*	Poor : Needs considerable Improvement

*Each school should score a minimum of Two Star rating in each of the Sub-categories in order to be eligible for any award.



5. Categories of Awards

The awards are categorized at the District level, State and National level

(i) District Level Awards: Open to All Five Star, Four Star and Three Star Rated Schools

- Online (web/ mobile) applications received before the cut-off date will be screened by a District level Committee headed by the District Collector (or her/his appointee) and comprising of District Education officer, three eminent school teachers, Superintendent Engineer (Water supply / PHD), District Health Officer and two members from civil society organizations/NGOs.
- **RURAL:**
 - a) Three Elementary and Three Secondary schools having the highest overall score with rating not below Three Star will be selected for the District level Award (Total 6)
 - b) In addition, six schools (three elementary and three secondary) having the highest score in each of the Sub Categories with rating not below Five Star in the sub- category will be selected for sub-category wise awards at the district level (Total 30)
- **URBAN:**
 - a) Two schools (one elementary and one secondary) having the highest overall score with rating not below Three Star will be selected for the District level Award (Total 2)
 - b) In addition, two schools (one elementary and one secondary) having the highest score in each of the Sub Categories with rating not below Five Star in the sub-category will be selected for sub-category award at the district level (Total 10).
- The district level committee may get a physical verification of the nominated schools done by a team consisting of school teachers and students in the district. The verification would be done using a check list and by taking photographs.
- Each of the selected schools with highest overall score (Total 8) and each of the schools having the highest score under each sub-category (Total 40) will be awarded with certificate of recognition at district level, provided that all the schools with an overall rating of Five Star would be awarded with a certificate of Recognition.

(ii) State/UT Level Awards: Open for Five Star and Four Star Rated Schools

- Schools selected for District Level Awards with overall rating not less than Four Star will be considered for the State/UT Level Awards. In case the number of Schools in a district having Five Star Rating is more, all the schools having overall Five Star Rating will be considered for State/UT Level Awards.
- These schools will be screened by a State/UT Level Committee headed by the State Education Secretary or her/his nominee and comprising of Director (Education), Director (Health), two eminent school heads (selected by the State Education Secretary), Chief Engineer (Water Supply & PHD), Director (Panchayati Raj), Director (Urban Local Bodies), representatives of Civil Society Organizations as members.

- Twenty Elementary and twenty Secondary schools having the maximum score and rating not less than Four Star from urban & rural areas (5 from urban and 15 from rural) will be selected for State/UT Level Awards.
- The State/UT Level Committee may get a physical verification of the selected schools done by a team consisting of school teachers and students in the district. The verification would be done using a check list and taking photographs.
- A maximum of 40 schools selected at State/UT level from each State/UT will be awarded with a Certificate of Recognition.
- The State may also decide to confer these schools with additional grants/funds for incentivizing them.
- A maximum of twenty entries each at Elementary and Secondary level from each State/UT would be considered for the National Level Award.

(iii) National Level Awards: Open to only Five Star Categories

- A maximum of 100 schools each at Elementary and Secondary level will be awarded at the National level (with ceiling of 30 urban and 70 rural areas schools in each level)
- A maximum of 40 schools selected for State/UT Level Awards from each State/UT will be considered for National Level Awards.
- 3 best performing States will be recognized and awarded with a Certificate of Recognition based on the criteria who have secured most scores by their nominated schools qualified for National level awards.
- 100% physical verification of the nominated schools will be done using a check list and by taking photographs.
- A National level Committee headed by the Secretary (School Education & Literacy) and comprising of Additional Secretary (School Education), Joint Secretary (Ministry of Drinking Water and Sanitation), Joint Secretary (School Education), 3 experts in Schools/ Bilateral agencies/Civil Society Organizations (to be nominated by Secretary(School Education & Literacy) as members will decide the final awardees.
- The best 100 schools each at the Elementary and Secondary levels having the maximum score will be given an award of Rs. 50,000/- as additional School Grant to be utilised as per the School Grant Guidelines for improving Sanitation and hygiene along with a Certificate of Recognition.
- In addition, Certificates of Recognition would be awarded to best participating Districts (Total 10) that will be judged on the basis of the number of schools participating in the National level awards.
- The Expenditure for the National Level Awards will be borne under SSA/RMSA programmes.

6. Stages and Timelines of the Awards Process

Submission of application	1 st September - 31 st October, 2017
Selection for awards at the District Level and submission of the results to the State/UT Level	1 st November - 30 th November, 2017
Selection for awards at the State/UT Level	1 st December – 31 st December, 2017
Submission of State/UT Level results to MHRD for National Level selections	by 7 th January, 2018
Selection of school for National award	31 st March 2018



Self-Assessment Format for School level Information

Section A: Primary Information

A 1. U-DISE Code:

A 2. Name of School and Address:

A 3. Name of Respondent:

A 4. Designation of Respondent:

- a). Head Master/ Head Mistress
- b). School In-charge
- c). Teacher
- d). Others

A 5. Contact Details of Respondent:

- a). School Phone No:
- b). Mobile No:
- c). Email id:

A 6. Category of school

- a). Primary (1-5)
- b). Primary, Upper primary (1-8)
- c). Primary, Upper primary, Secondary (1-10)
- d). Primary, Upper primary, Secondary/ Higher secondary (1-12)
- e). Upper primary(6-8)
- f). Upper Primary , Secondary (6-10)
- g). Upper primary, Secondary/ Higher secondary (6-12)
- h). Secondary only (9-10)
- i). Secondary/ Higher secondary (9-12)

A.7. Type of School

- a). All boys schools
- b). All girls school
- c). Co-education

A 8. Usage of school premises

- a). Single School - Single shift
- b). Single School - Double shift
- c) Multiple Schools on premises with different U-DISE codes

A 9. Year of Establishment of the School _____

A 10. Location of the school

- a). Rural Area
- b). Urban Area

A 11. Type of Board

- a). State
- b). Others _____



A 12. Number of Students enrolled in the school being verified:

- a). Boys _____
b). Girls _____

A 13. Number of Children with Special Needs:

- a). Boys _____
b). Girls _____

A 14. Number of Teachers and Staff:

- a). Male _____
b). Female _____

A 15. Information on awards won by the school in SVP 2016-17:

- a). District level _____
b). State level _____
c). National level _____

- Save
- OTP will be generated over sms
- Login using U-DISE and OTP to complete the rest of the survey

SECTION B: ASSESSMENT CATEGORIES

WATER

- Access to Safe and Reliable Drinking Water
- Availability of Water for Use in Toilet and Handwashing

SURVEY

1. What is the main source of drinking water in the school?

- Students do not have access to drinking water
- Students bring drinking water from home
- Hand pump / bore well within the school premises
- Filtered/ packaged/ RO/UV water provided by the school
- Treated running water with water storage tank within the school premises

If (a) or (b), then question number 2-4 are not applicable to you. Please go to question number 5

2. What is the quantity of water available in the school for drinking?

- Less than 1.5 litres per student per day
- More than 1.5 litres per person per day throughout the year

3. How is drinking water stored in the school?

- No storage system for storing drinking water
- Container /pitcher
- Container/pitcher with lid and ladle

4. Is the quality of drinking water tested?

- No testing
- Tested once in a year
- Tested twice in a year

5. What is the main source of water for use in toilets?

- No water available
- Hand pump/bucket near toilet unit
- Drums/ cement tanks/ plastic containers with water inside the toilet unit
- Continuous water supply through taps inside each toilet unit

6. What is the main source of water for hand-washing after using toilets?

- No water
- Hand pump/bucket near hand washing area
- Drums/ cement tanks/ plastic containers with water near hand washing area
- Running water with taps at all the hand washing points

If (a) then question number 19 and 20 are not applicable to you.

7. What is the main source of water for hand washing before Mid-Day Meal (MDM) / lunch by students and cooks?

- No water
- Hand pump/bucket near hand washing area
- Drums/ cement tanks/ plastic containers with water near hand washing area
- Running water with taps at all the hand washing points

If (a) then question number 21, 22 and 23 are not applicable to you.

8. Is there a functional rain water harvesting facility in the school?

- No
- Yes

9. Does the school have separate toilet units (1 toilet seat and 3 urinals) in working condition for boys and girls?

- a). There are no toilet units for boys and girls in the school
- b). The same toilet unit is used by boys and girls
- c). The all boys/ all girls school has toilet units
- d). If co-education, there is at least one toilet unit each for boys and girls

If (a) then question numbers 10-13 are not applicable to you. Please go to Q. 14

If (b) then question numbers 10 and 11 are not applicable to you. Please go to Q. 12

10. How many toilets seats in working condition does the school have for boys and girls?

- a). Boys
- b). Girls

11. How many urinals does the school have for boys and girls?

- a). Boys
- b). Girls

12. Does the school have toilets for Children with Special Needs (CWSN)?

- a). Toilets are not accessible by CWSN
- b). There is at least one toilet that is accessible to CWSN
- c). There is at least one separate toilet for CWSN with ramp and handrail
- d). The school has at least one separate toilet for CWSN with ramp, handrail, wide door for wheelchair entry and support structure inside toilet.

13. Is the height and size of toilet and urinal facilities suitable for children of all age groups in the school?

- a). No
- b). Yes

14. Does the school have separate toilets for Teachers and Staff?

- a). No toilet
- b). There is one separate toilet for use by teachers and staff
- c). There are separate toilets for male and female teachers/ staff
- d). Teachers and staff use the toilets meant for students

15. Do all the toilets in the school have secure door with latch and cloth hanging hooks?

- a). No
- b). Door with latch/bolt only
- c). Door with latch/bolt and cloth hanging hooks

16. Do all the toilets have roof and proper ventilation for natural light and air?

- a). No
- b). Yes

17. Does the school have separate dustbins with lid for disposal of sanitary waste?

- a). No
- b). Yes

18. Does the school have safe treatment/ disposal options (an incinerator in working condition maintaining adequate burning temperature or deep burial of waste with adequate precautions) in working condition for disposal of sanitary waste?

- a). No
- b). Yes

HANDWASHING WITH SOAP

- Functional Handwashing with Soap Facilities for Use After Toilet
- Functional Handwashing with Soap Facilities for Use Before Meals

19. Does the school have facility for handwashing after use of toilet?

- a). No hand washing facility near the toilet units
- b). Wash basin or hand washing point close to the toilet units
- c). Wash basin for hand washing either inside or attached to every toilet unit

If (a) then question number 20 is not applicable to you. Please go to Q. 21

20. Does the school provide soaps for hand washing after use of toilets?

- a). No soaps available
- b). Soaps are placed under supervision and are available on demand
- c). Soaps are available at all the hand washing points all the time

21. Does the school have facility for handwashing before Mid-Day Meal (MDM) / lunch where a group of children can practice hand washing at the same time?

- a). No hand washing facility
- b). Yes, with water from hand pump/bucket close to dining area
- c). Yes, with water from taps; indicate number of taps _____

If (a) then question numbers 22-24 are not applicable to you. Please go to Q. 25

22. Does the school provide soaps for handwashing before Mid-Day Meal (MDM) / lunch?

- a). No soaps available
- b). Soaps are placed under supervision and are available on demand
- c). Soaps are available at all the handwashing points at all the times

23. Do all children wash their hands with soap before mid-day meal (MDM)/ Lunch?

- a). No, not all
- b). Yes, all children wash their hands with soap

24. Is the height of handwashing facilities suitable for children of all age groups in the school?

- a). No
- b). Yes

OPERATIONS AND MAINTAINANCE

- Safe disposal of Solid and Liquid Waste
- Cleaning and Maintenance of School Environment

25. Does the school provide dustbins in each class room, kitchen area, toilets and at other appropriate locations for collection of waste?

- a). No
- b). Yes

26. How does the school dispose its solid waste?

- a). No specific measure
- b). Pit or municipal/ community bins
- c). Segregating organic and inorganic waste and disposing both in a pit or municipal/ community bins
- d). Composts organic waste and disposes inorganic waste in pit or municipal/ community bins

27. How does the school dispose its liquid waste?

- a). No specific measure
- b). Drain
- c). Leach pits with sturdy cover to prevent accidental fall
- d). Septic tank/bio-toilets/Sewer line with sturdy cover to prevent accidental fall

28. Is the school premises clean and free of water logging?

- a). No
- b). Yes

29. Are the classrooms and teaching areas cleaned daily?

- a). No
- b). Yes

30. What is the frequency of cleaning toilets?

- a). No specific schedule
- b). Once a week
- c). Twice in a week
- d). Daily

31. Are toilets cleaned with appropriate cleaning material?

- a). Cleaned only with water
- b). Cleaned atleast once in a month with soaping agent and disinfectant
- c). Cleaned atleast twice in a week with soaping agent and disinfectant
- d). Cleaned daily with soaping agent and disinfectant

BEHAVIOR CHANGE AND CAPACITY BUILDING

- Hygiene Practices by students and cooks of mid-day meal
- Hygiene Education in School

32. Does the school have at least 2 teachers trained in sanitation and hygiene education?

- a). No
- b). Yes

33. Does the school have a Child cabinet (Bal Sansad) that takes an active role in promoting sanitation and hygiene practices?

- a). No
- b). Yes

34. Who supervises the cleaning and maintenance of the toilets in the school?

- a). No one in particular
- b). Team of teachers, staff and child cabinet members

35. Who supervises the practice of daily handwashing with soap by students and cooks before Mid-Day Meal (MDM) / lunch?

- a). No one in particular
- b). Teacher/ staff member
- c). Dedicated team of teachers/ staff members
- d). Dedicated team of teachers/staff members and child cabinet members

36. Does the school take up safe hygiene and sanitation education including awareness on hand-washing during morning assembly and in school clubs?

- a). No
- b). Yes

37. Is menstrual health management discussed with girl students?

- a). No girl students in upper primary and high school
- b). No, it is not discussed
- c). Yes, at least once in 3 months
- d). Yes, at least once in 2 months
- e). Yes, at least once every month

38. Does the school regularly conduct cultural programs and competitions (Essay, painting, debate) on hygiene and sanitation?

- a). No
- b). Yes

39. Does the school display and use Water, Sanitation and Hygiene related posters and materials for promoting hygiene education?

- a). No
- b). Yes

PHOTOS

- a). Front view of the school and premises
- b). Separate functional toilets for boys and girls (2 photos)
- c). Functional toilets for CWSN
- d). Incinerator for disposal of sanitary waste
- e). Facilities for handwashing with soap after use of toilets and before mid-day meal/ lunch (1 photo each)
- f). Water quality testing report
- g). Teacher training certificate/ document

ANNEXURE 2

List of Indicators

S.No.	Categories	Indicators
I	Water	Access to Safe and Reliable Drinking Water
		Availability of Water for Use in Toilet
II	Toilets	Availability of Separate Functional Toilets for boys and girls
		Availability of Separate Functional Urinals for boys and girls
		Functional Toilet Facilities for Children With Special Needs, Teachers and Staff
III	Handwashing with Soap	Functional Handwashing Facilities for Use After Toilet
		Functional Handwashing Facilities for Use Before Meals
IV	Operations and Maintenance	Safe Disposal of Solid and Liquid Waste
		Cleaning and Maintenance of School Environment
V	Behavior Change and Capacity Building	Hygiene Education in School
		Hygiene Practices by students and cooks of Mid-Day Meal (MDM) / lunch

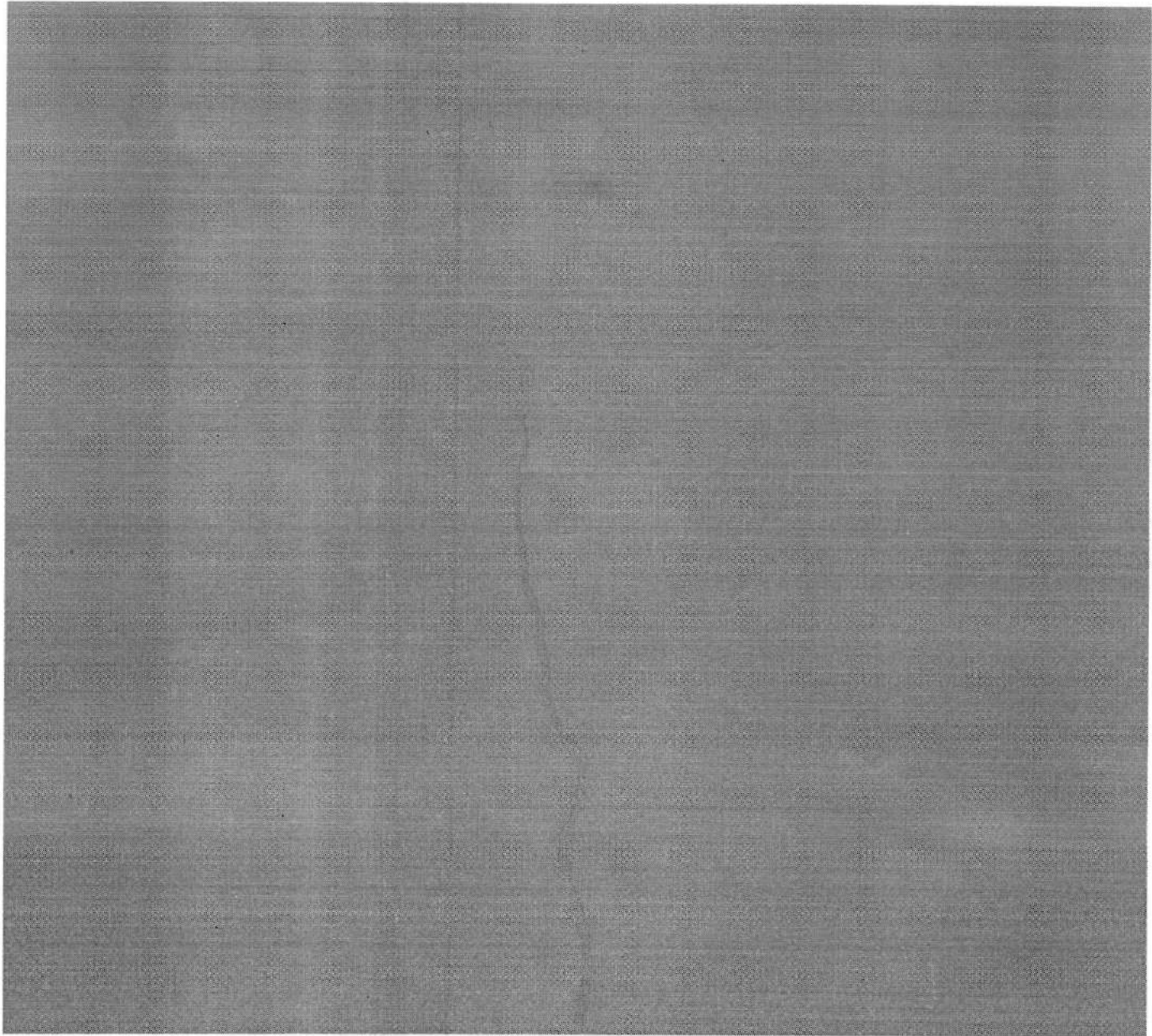


ANNEXURE 3

Scoring Method

Assessment Categories	Maximum Score
Water (Q.1-8)	22
Toilet (Q. 9-18)	28
Handwashing With Soap (Q. 19-24)	20
Operations And Maintenance (Q. 25-31)	15
Behavior Change And Capacity Building (Q. 32-39)	15
Total	100
Category Of Schools	Maximum Score
Co-ed, UP, HS	100
Co-ed, PS (Q. 17, 18, 37 are not relevant)	95
All boys schools (Q. 10b, 11b, 17, 18, 37 are not relevant)	89
All girls schools, PS (Q. 10a, 11a, 17, 18, 37 are not relevant)	89
All girls, UP, HS (Q.9, 10a, 11a are not relevant)	91





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