

Sarva Shiksha Abhiyan, Telangana State, Hyderabad
School Visit Report (SPO, DEO, DPO, MEO, SCHM, CRPs & DLMTs)

District		Mandal/Municipality	
Gram Panchayat/Ward		School Complex	
School code		Name of the School	
Name of the Visiting Officer		Head Master Name	
Designation		Contact No	
Date of visiting School (DD/MM/YYYY)			

- 1) Whether Morning Assembly (Prayer) is being conducted in befitting manner : Yes/No
 2) No. of Teachers/ Academic Instructors (VVs) on day of inspection.

	Sanctioned	Working	Attended
Teachers			
Academic Instructors (VVs)/PTI			

- 3) Class wise children attendance:

Item	Cla - I		Cla - II		Cla - III		Cla - IV		Cla - V		Cla - VI		Cla - VII		Cla - VIII		Cla - IX		Cla - X		Total	
	B	G	B	G	B	G	B	G	B	G	B	G	B	G	B	G	B	G	B	G	B	G
(a) Enrollment																						
(b) Present on day of inspection																						
(c) Mid Day Meal taken (*)																						
(d) Coverage of syllabus as per academic calendar	Y/N		Y/N		Y/N		Y/N		Y/N		Y/N		Y/N		Y/N		Y/N		Y/N			

- 4) Whether Mid-day-meal was tasted before serving the food to children: Yes/No

- 5) (a) Number of CWSN Children enrolled in the school :
 (b) Number of CWSN Children attended on the day of inspection :

- 6) Is the Toilet Facility for Boys functioning & being used? : Yes/No
 7) Is the Toilet Facility for Girls functioning & being used? : Yes/No
 8) Is Electricity connection functioning? : Yes/No
 9) Is Drinking Water facility functioning & being used? : Yes/No
 10) Is the gas supply and Kitchen shed in good Condition & being used?: Yes/No
 11) Has supply of two pairs of uniforms for Completed? : Yes/No

- 12) Computers:

- a) Total No. of computers available in the school :
 b) No. of computers functioning :
 c) If not, reasons (write the number as described below, in the box):

1) Electricity not available	2) Electricity Disconnected	3) CPU not working
4) Monitor not working	5) Keyboard, Mouse not working	6) Software problem
7) Virus problem	8) Others	

- d) Is CAL programme being implemented? : Yes/No
 e) Is there Internet facility in School? : Yes/ No
 f) Is the Internet facility functioning and being used? : Yes/ No

- 13) Availability of T.V in functional state : Yes/ No
 14) Availability of Radio Set in functional state : Yes/ No
 15) Are Radio lessons arranged? : Yes/ No

- 16) School Management Committee (SMC)

1. No. of SMC Members :
 2. SMC meeting conducted during previous month : Yes/ No
 3. If Yes, number of Members attended :
 4. Whether SMC Members were trained : Yes/ No

- 17) Is TLM utilized? : Yes/No

- 18) No. of Out of School children identified in the AY 2014 - 15 :

- 19) No. of Out of School children admitted in the school AY 2015-16 :

- 20) Is Medical Check being done (JBAR)? : Yes /No

- 21) Whether CCE is being implemented? : Yes /No

- a. Number of Formative Assessments conducted as on day of visit:

- b. Number of Summative Assessments as on day of visit :

- 22) Utilization of Grants: (As on date of inspection) (Rupees)

Sl. No	Type of Grant	Opening Balance (as on 01.04.2013)	Funds Received (as on date of inspection)	Total funds available (as on date of inspection) (Col. 3+4)	Expenditure (as on date of inspection)	Balance (Col. 5-6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	School Grant					
2.	Maintenance Grant					
3.	School Complex Grant					
4.	Funds received from other sources					
5.	Amount received for Civil work					
Total Balance:						

23. Pedagogy Wing

1	READ Programme	
	a) Functional Libraries in the school / class libraries / Reading corner	Yes / No
	b) Read period allocated in the time table	Yes / No
2	Teachers prepared Period / Unit / Teaching Plan before resorting for teaching	All / Few / None
3	Demonstration of children performance in the SMC meetings	Yes / No
4	Implementation of at least any 3 innovative activities in every school	Yes / No
5	Display of Vision and Mission Statement of the school	Yes / No
6	Adoption of Absentee children by Teachers / SMCs / Youth members	Yes / No
7	Children Cabinets / Bala Sanghalu / Clubs	
	a) WASH programme	Yes / No
	b) Library	Yes / No
	c) Plantation and its maintenance (Haritha Haaram)	Yes / No
8	Presence of parents in the school assembly at least one parent daily	Yes / No
9	address of Grievance	
	a) Suggestion /Grievance box in the school	Yes / No
	b) Opening of box in the SMC meeting	Yes / No
10	Timely Recording of children progress in the cumulative records	Yes / No
11	Project works by the children at least one project for every two month in all curricula subjects	All subjects / Few / None
12	Whether hard copy of school monitoring format (QMT) is available?	Yes / No
13	No. of students who are absent for longer period more than 15 days?	
14	No. of times the school is being visited by monitoring officers in this academic year?	Substantial / Partial / Not at all
15	Improvements made in the school after the visit of Monitoring Officers	Substantial / Partial / Not at all
16	Ambience of the School	Good / Satisfactory / Poor
17	At the time of visit, classes engaged by the teachers	All classes / Few classes / None
18	Are the teachers undertaking remedial teaching for low achievers?	In all classes / Few classes / None

Signature of School HM

Signature of the Visiting Officer

Note: (*) If Visited in the fore noon, record information on MDM taken details of previous day.