



Swachh Vidyalaya Puraskar

Recognizing excellence in
Water, Sanitation and Hygiene
in schools



Instituted by



सत्यमेव जयते

Ministry of Human Resource Development
Government of India



ANNEXURE 1

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 shift
- b). Double shift

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:

- 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 _____

- 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 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 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 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 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

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

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

- There are no toilet units for boys and girls in the school
- The same toilet unit is used by boys and girls
- The all boys/ all girls school has toilet units
- 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 in working condition does the school have for boys and girls?

- Boys
- Girls

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

- Boys
- Girls

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

- Toilets are not accessible by CWSN
- There is at least one toilet that is accessible to CWSN
- There is at least one separate toilet for CWSN with ramp and handrail
- 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?

- No
- Yes

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

- No toilet
- There is one separate toilet for use by teachers and staff
- There are separate toilets for male and female teachers/ staff
- 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?

- No
- Door with latch/bolt only
- Door with latch/bolt and cloth hanging hooks

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

- No
- Yes

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

- No
- Yes

18. Does the school have an incinerator in working condition for disposal of sanitary waste?

- No
- 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 MAINTENANCE

- 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?

- No
- Yes

26. How does the school dispose its solid waste?

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

27. How does the school dispose its liquid waste?

- No specific measure
- Drain
- Leach pits
- Septic tank/bio-toilets/Sewer line

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

- No
- Yes

29. Are the classrooms and teaching areas cleaned daily?

- No
- Yes

30. What is the frequency of cleaning toilets?

- No specific schedule
- Once a week
- Twice in a week
- Daily

31. Are toilets cleaned with appropriate cleaning material?

- Cleaned only with water
- Cleaned atleast once in a month with soaping agent and disinfectant
- Cleaned atleast twice in a week with soaping agent and disinfectant
- 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?

- No
- Yes

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

- No
- Yes

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

- No one in particular
- 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?

- No one in particular
- Teacher/ staff member
- Dedicated team of teachers/ staff members
- 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?

- No
- Yes

37. Is menstrual health management discussed with girl students?

- No girl students in upper primary and high school
- No, it is not discussed
- Yes, at least once in 3 months
- Yes, at least once in 2 months
- Yes, at least once every month

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

- No
- Yes

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

- No
- Yes

PHOTOS

- Front view of the school and premises
- Separate functional toilets for boys and girls
- Functional toilets for CWSN
- Incinerator for disposal of sanitary waste
- Facilities for handwashing with soap after use of toilets and before mid-day meal/ lunch.

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. 9, 10b, 11b, 17, 18, 37 are not relevant)	86
All girls schools, PS (Q. 9, 10a, 11a, 17, 18, 37 are not relevant)	86
All girls, UP, HS (Q.9, 10a, 11a are not relevant)	91

