CLUSTER MONITORING FORMAT

(To be completed by CRCC and to be sent to BRCC for each quarter)

Quarter under Report | I | II | III | IV | Year [ ][ ][ ][ ] - [ ][ ]

Period of Quarter…………to…………

General Guidelines

1. This format has two parts, I and II. Part I will be completed by the CRC Coordinator by consolidating the information received in SMFs from all schools.
2. Part II will be completed by the CRC Coordinator on the basis of his/her perceptions.
3. Please answer all questions. Unanswered questions or blank spaces left will mean that the activity was not carried out or the information is nil.
4. Information provided should belong to the current quarter only.
6. Completed CMF should be submitted to the BRC.

Part-I

(To be consolidated by CRC Coordinator using the information of all schools from SMFs)

Section A: School Information

1. CRC _____ , BRC_____ ,District _____ ,State _____

2. (a) Total number of schools in the cluster

   | I - V | [ ] | VI - VIII | [ ] | I - VIII | [ ]   Any other [ ][ ] | Total | [ ]

   (b) Number of schools which filled up SMFs

   | I- V | [ ] | VI - VIII | [ ] | I - VIII | [ ]   Any other [ ][ ] | Total | [ ]

3. No. of Teachers: *In Position*   *Required Posts*
                                                      (As per RTE Norms)

   (a) Primary Teachers   (i) Regular [ ]   [ ]
                                  (ii) Contractual [ ]

   (b) Upper Primary Teachers   (i) Regular [ ] Subjects………..
                                  ………………   [ ]

                                  (ii) Contractual [ ] Subjects………..
                                  ………………

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Section B: Attendance Information

4. Please provide information about attendance of students during last month in the cluster:

Month:…………………

| Class | Number of schools with average daily attendance of : | | | | | | | | |
| | Boys | | | Girls | | | Total | | |
	Above 80%	60% - 79%	Below 60%	Above 80%	60% - 79%	Below 60%	Above 80%	60% - 79%	Below 60%
I									
II									
III									
IV									
V									
VI									
VII									
VIII									
Total									

5. (i) Number of Children with Special Needs (CWSN) in government schools in the cluster

(ii) Number of schools with no CWSN enrolled in the cluster

6. Steps taken by the schools to improve students' attendance :

_____

_____

7. (a) Number of out-of-school children admitted to age appropriate classes under RTE.

Boys   Girls

(b) Number of centers where these children are undergoing special training:

In schools where enrolled	Other non-residential centers by NGOs	Residential centers	Any Other ....

(c) How many centers were visited by CRCC in the quarter?

(d) Number of children dropped out of special training programmes ☐ last quarter ☐

Section C: Curriculum Transaction

8. Number of schools distributing textbooks at different times after beginning of session

Within one week	Within one month	After one month

9. Reasons for late distribution of text books in the cluster

_____

_____

	Primary	Upper Primary

10. (i) No. of teachers who received Teacher (TLM) Grant ☐ ☐

    (ii) No. of teachers who utilized Teacher (TLM) Grant ☐ ☐

11. Write the manner in which teachers utilized teachers grant (TLM)

_____

_____

12. Initiatives/ strategies adopted by teachers for improving teaching learning process.

    Write at least 3 examples with names of teachers and schools.

    (i) _____

    _____

    (ii) _____

    _____

    (iii)_____

    _____

13. Specific efforts made for making classrooms inclusive (CWSN).Write three examples with names

    of schools

_____

_____

_____

_____

Section D: Continuous and Comprehensive Evaluation

14. (a) Number of schools in the cluster which have received Formats given by the State/UT Government ☐

    (b) Number of schools maintaining pupil wise progress report cards in the cluster ☐

    (c) Number of schools sharing students' report cards with parents in the clusters ☐

Section E: Teacher Training

15. Ways in which training inputs are being used by teachers. Write at least 3 examples with name of teachers and schools.

_____

_____

_____

16. Suggestions of teachers for upcoming training programmes.

_____

_____

_____

_____

Section F: Functioning of SMC

☐

17. Number of schools having School Management Committee (SMCs).

18. Number of SMCs which have received training about their roles and functions. ☐

19. (a) Number of schools where School Development Plan has been prepared. ☐

    (b) Number of schools where SMCs were involved in preparation of this plan. ☐

Section G: Learners' Assessment

20. **Please aggregate pupil assessment data of schools <u>in the format used in schools</u> and enclose the same (CCE format). Following format is given as an example only**

(a) Details of Learners' Achievement, class-wise and subject-wise for Classes I-V for last term/quarter/month.

Number of schools of the cluster which provided this information: [   ]

EXAMPLE: (Do not use this format. Provide information in the format used in your schools)

Class*	Subject*	No. of children assessed	Grade**	Boys		Girls		Total	
				No.	%	No.	%	No.	%
I	Language		A						
			B						
			C						
			Total						100
	Mathematics		A						
			B	*SAMPLE*					
			C						
			Total						100
	EVS		A						
			B						
			C						
			Total						100
II									
III									
IV									
V									

*Add all classes and all subjects

** Primary: Grades A= 70% and above, B= 30%-69%, C= below 30%

(b) Details of Learners' Achievements, class-wise and subject-wise for Classes VI-VIII for last term/quarter/month.

Number of schools which provided this information: ☐

EXAMPLE: (Do not use this format. Provide information in format used in your schools)

Class*	Subject*	No. of children assessed	Grade**	Boys		Girls		Total	
				No.	%	No.	%	No.	%
VI	Language		A						
			B						
			C						
			D						
			E						
			Total						100
	Mathematics		A						
			B						
			C						
			D						
			E						
			Total						100
	Science		A		*SAMPLE*				
			B						
			C						
			D						
			E						
			Total						100
	Social Science		A						
			B						
			C						
			D						
			E						
			Total						100
			A						
			B						
			C						
			D						
			E						
			Total						100
VII									
VIII									

*Add all classes and all subjects
** Upper Pry Grades: A= 80%and above, B= 65%-79%, C= 50%-64%, D=35%-49%, E= below 35%

Part-II

(To be completed by CRC Coordinator on the basis of his/ her perceptions)

1. Has state authority (SCERT/SSA) provided any guidelines for supervision of schools / classroom processes? If yes, provide information on the following:

Yes	No

   (a) Minimum number of schools to be supervised in a quarter

   (b) Minimum number of classes (teaching learning processes) to be observed in a quarter

   (c) How many schools/classrooms did you observe during last quarter?
     Schools [ ]   classrooms [ ]

2. (a) How many times each school was visited by you during the quarter? (Please

    √ mark)

    (i) Once in a month [ ]

    (ii) Once in two months [ ]

    (iii) Once in three months [ ]

    (iv) Once in four to six months [ ]

  (b) Mention two good practices you observed teachers use.

    (i)_____

    (ii)_____

  (c) What suggestions did you provide to teachers to improve teaching?

   _____

   _____

3. (a) Are the teachers maintaining records of pupils' progress in learning?

Yes	No

  (b) Number of schools not maintaining records of pupils' progress in the schools

Number	%

4. Write five examples of onsite support provided to teachers by you along with name of teachers and schools.

(a)_____

_____

(b)_____

_____

(c)_____

_____

(d)_____

_____

(e)_____

_____

5. (a) Mention the number of teachers in your cluster who have covered syllabus as per expectations by this time of the academic year.

Covered as expected	Covered between 80% to 60%	Covered by less than 60%

(b) List schools where there is less than 60% coverage of syllabus

_____

_____

_____

_____

(c) What have you done to address this issue?

_____

_____

6. (a) Do you organize in-service professional development programmes for teachers at CRC?

   (b) If yes, the number of programmes organized in last quarter.

   (c) List five major issues emerging from the programmes.

   (i)_____

   (ii)_____

   (iii)_____

   (iv)_____

   (v)_____

7. Do you monitor students' learning levels during school visits? Write at least one example for each school visited in last quarter.

   _____

   _____

   _____

   _____

   _____

   _____

   _____

8. What support do you need from BRCC? List two key items.

   _____

   _____

   _____

   _____

Date: **Name and Signature of CRC Coordinator**