

# Asha for Education™

## Site Visit Questionnaire

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www.ashanet.org

Dear Volunteer

Thanks for conducting this site visit.

The following set of questions is only a suggested guideline. Some of the following questions may not be relevant or applicable to the particular project you are visiting, but please do try to answer as many of them as possible. Please note that Part sB & C necessitate that the information be gathered through conversations with the children and their parents, and not simply the group's teachers and staff.

Please feel free to attach any documents/photos you feel are pertinent to the project.

Thanks.

- Asha for Education

**Date: Jan. 2, 08**

**Name of the Project: Kalyania Centre for Special Education and Vocational Training**

**Name of the Organisation Running the Project (if different): Kalyania Charitable Society**

Was your site visit announced? Yes, it was planned

No, it was a surprise visit

	<b>Project Contact</b>	<b>You Name (Asha volunteer conducting the visit)</b>
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**PART A: Particulars about the organization and its environment**

**1. What are the different focus areas of the organization? (give a rough estimate of the % of their total effort/funding)**

Community development 10% Education 50% Health 30%  
Other 10% (please specify) servicing gerontologically advanced

**2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?**

Governing Body comprising of 15 members including President, Vice President, Secretaries, Treasurer and members elected every three years by the General Body of the Society during AGM

**3. Are there any other organizations working in the area providing any one or all of the services provided by the visited organization? (Briefly mention their names and their objectives)**

Organization	Objectives of the organization
Samatat	To provide primary education to the poor
Andha Alok Samity	To provide care and education to the uncared, blind vagrants mostly picked up from the Streets
Sarba Shiksha Abhijan	A Govt. sponsored school for children from poor families with emphasis on mid-day meals

**PART B: The organization and the community it serves**

*(Information to be gathered from parents and children)*

**1. Approximately how many families live in the area?** Although there are over 1000 families living in the area, 150 families approx come under our scanner as highly underprivileged ones

**2. What do the parents do for a living? (Agricultural worker, Daily wage laborer etc.)**

Mostly brick kiln workers, day labourers and vendors

**3. At the time of enrolment, does the school ask for the names of both parents?**

Yes  No, just the father's name  No, just the mother's name

**4. How often do the teachers meet the parents?**

Approximately once a week

**5. How do the parents participate in the organization's activities? (e.g. by contributing their time, money or labor in the school's activities etc.)**

Mostly as laborers as and when required. Young adults from them are mostly picked up for vocational training

**6. Are there any Government Schools in the area?** Yes  No

**7. If yes, how far are the Government Schools from the community?** Slightly over one km

**8. Why did the parents choose this school over the Government School?**

Free education, kits, outdoor medical care and personal attention and back-up vocational training programme. Even free Govt. sponsored Schools have to be paid significantly by their standards in the form of overhead charges. The mid day meals are too substandard to attract attention

**9. When you visited, how many children were present in the class?** May be about 40 to 45/50

**What is the regular class strength?** As specified in the application

**Comments:** Although visit was not repeated, it appears the attendance is sound for reasons more than just free education. The Organisation apparently provides something that other similar Organisations don't.

**10. Do the children seem to enjoy coming to school?**

Apparently yes. They appeared to be well dressed for the background from which they come, happy and have apparently cordial relations with their teachers.

### **PART C: Project particulars**

*(Information to be gathered from students and staff)*

**1. What is the mode of teaching in the school? (Check the appropriate choices)**

- A. Formal (State Board, Central Board etc.)  **till what class?** Upto class 3 now. Class 4 proposed
- B. Non-Formal Education (NFE)  do the students also attend formal school?
- C. Vocational
- D. Other . Please specify Art, music and dance classes. Computer training, Ayah training, work education etc. for those who do not get latched onto some kind of earning mechanism

2. *If A (Formal), up to what grade(LKG, 5<sup>th</sup>, 7<sup>th</sup> etc.) does the school conduct classes?*

Upto class 4 following the syllabi prescribed by W.B. Primary Education Board

3. *If B (Non-Formal Education) how many of the children also attend formal schools in the area?*

The children attend formal and non formal education in the same School, thus providing a holistic model

*If none do, does the project plan this for the future?* Further plans are ahead but are not included in view of the more pressing requirements that are presented

4. *If Non-Formal Education, does the organization create its own study material (books, games)?*

For Non formal education in drawing, painting, music, recitation etc. any kits required are provided by the School

5. *If C (Vocational), what do the children do after they finish training?*

N/A

6. *How many staff or volunteers are recruited from the community?* Mostly volunteers from town - few from the community.

*How many of the staff are women?* Total staff members (T & NT): 13; M=4; F=9

7. *How many teachers have left the school in the past one year, and why?*

One teacher only has left having been offered better prospects as teacher in a Higher Secondary English medium College.

8. *How many new teachers have joined in the past year?* Two

9. *Does the organization train the teachers?* Yes  No

*If yes, how do they provide the training?* Once in a year teachers from Springdale School come and guide the teachers in a hands-on training program in teaching children. Besides, retired Principals of Schools and Colleges (Members of the Society) always monitor and guide the young teachers regularly.

10. *How much is the staff paid?* A nominal honorarium of Rs.500/- pm for teachers and 250-300/- for rest of the staff. This is one area where help is sought

*Is it on par with the salary paid to the staff in the Government schools?* Yes  No

#### **PART D: Financial resources of the organization**

*(Feedback from the person conducting the site visit)*

1. *Do you think the proposed amounts in the budget are reasonable?* Yes  No  Maybe

2. **Are all items covered in the budget?** Yes  No  Maybe

Comments: Items where additional funding is required, are largely covered both in fixed, non-recurring and recurring costs

3. **Is there anything you think should be added or removed from the budget?**

Yes  No

**If you recommend any changes to the budget, please explain your reasons for this.**

The budget does not include house rent, electricity and water charges, garbage clearance charges. It also does not include maintenance charges of the School, be it buildings, requirements of classrooms, furnitures and furnishings. Only additional remuneration proposed for existing teachers and full reimbursement for a new teacher needed to teach class students and an Office Assistant are requested for. These areas probably also need support but as starters the priorities are rightfully identified.

4. **Did you discuss the proposed changes with the project? If so, please describe their response.**

I did ask why no funds have been requested for other areas where the school appears to be lagging behind like additional dress and kits, free meals etc.. The School management suggested that the prime need is for (i) an accomodation of more students; (ii) a room to carry out other non-formal educational activities (dance classes etc.) and (iii) the remuneration of the teachers and staff to be raised to a dignified amount. I felt they have been able to well prioritse their requirements while keeping their budget demands to meaningful proportions. Once these needs are fulfilled, other requirements, they said, will be taken care of in subsequent projects.

#### **PART E: Comments**

*(Feel free to attach documents if necessary)*

It was a surprise visit - it is in my home town and I showed up without any prior information. The school teachers were not at all prepared for the visit, and were hesitant to let me in for taking photographs. Then they called up Dr. Dhar and afterwards I conducted my site visit.

My understanding through this short visit convinced me that the students/their guardians like this school for being free and homely.

Most of the overall costs in running the School is met from special donations from members and/or other organisations but that is not sufficient to meet the present costs, let alone any development or expansion projects.

Both teachers and members of the governing body of Kalyania are devoted to the school as it plays an important role in the societal upliftment. I also feel that this project deserves financial assistance from Asha for Education.

Please see the photographs on the next pages.



The School and Computer Training Center



Charitable Dispensary



Lavatory

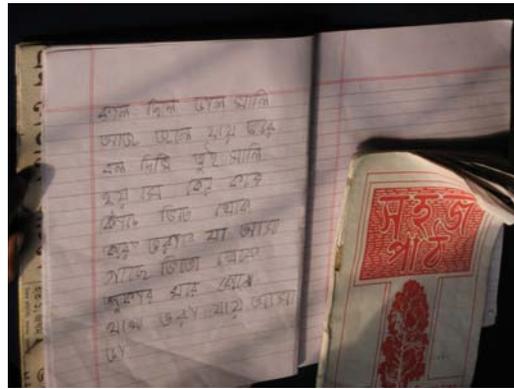
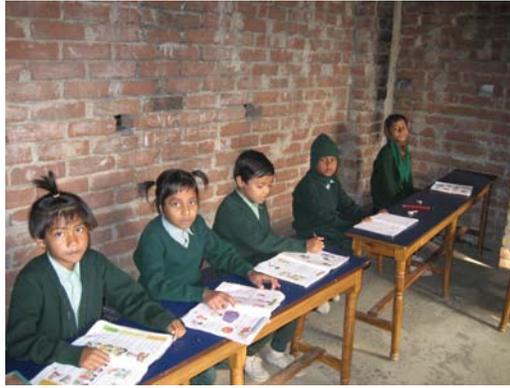


Playground

Time Table For The Academic Session 2007-2008

1st Period	2nd Period	Recess	3rd Period	4th Period	N.B
8:45-9:25	9:25-9:55	9:55-10:25	10:25-10:55	10:55-11:10	
Monday - A.N					
K.G.I - Math (K.D)	Beng (A.N)		Eng (S.C)	X	Beng - Bengali
K.G.II - Beng (A.N)	Math (K.D)		Beng (S.C)	X	Eng - English
class I - Math (S.S)	Beng (S.C)		Eng (A.N)	Env St (S.C)	Math - Mathematics
class II - Eng (S.C)	Math (S.S)		Env St (K.D)	Beng (S.C)	Env St - Environment Studies
class III - Beng (S.C)	Eng (S.C)		Math (S.S)	Env St (K.D)	Geo - Geography
					His - History
					D.A.P - Drawing & Painting
					P.T. - Physical Training
Tuesday - K.G.I - Math (K.D) - Beng (A.N) - Eng (S.C) - X					
K.G.II - Beng (A.N)	Math (K.D)		Beng (S.C)	X	St. - Mrs. Sanghamita Chattopadhyay
class I - Math (S.S)	Beng (S.C)		Eng (A.N)	Env St (K.D)	SS - Mr. Shaibal Sarkar
class II - Eng (S.C)	Math (S.S)		Eng (K.D)	Beng (B.D.G)	K.D. - Mr. Kalpana Das
class III - Beng (S.C)	Eng (S.C)		Beng (B.D.G)	Math (S.S)	B.S. - Mrs. Chitra Sengupta
Wednesday - K.G.I - Math (K.D) - Beng (A.N) - Eng (S.C) - X					
K.G.II - Beng (A.N)	Math (K.D)		Beng (S.C)	X	B.D.G - Mrs. Bani Das Gupta
class I - Math (S.S)	Beng (S.C)		Eng (A.N)	Beng (S.C)	N.C. - Mrs. Nilima Chakraborty
class II - Eng (S.C)	Math (S.S)		Env St (K.D)	Beng (S.C)	
class III - Beng (S.C)	Eng (S.C)		Math (S.S)	His (S.S)	
Thursday - K.G.I - Math (K.D) - Beng (A.N) - Eng (S.C) - X					
K.G.II - Beng (A.N)	Math (K.D)		Beng (S.C)	X	
class I - Math (S.S)	Beng (S.C)		Eng (N.C)	(D) P.A.N.	
class II - Eng (S.C)	Math (S.S)		Beng (K.D)	Eng (N.C)	
class III - Beng (S.C)	Eng (S.C)		Math (S.S)	Geo (S.S)	
Friday - K.G.I - Math (K.D) - Beng (A.N) - Eng (S.C) - X					
K.G.II - Beng (A.N)	Math (K.D)		P.T. Dance (S.S)	(S.C)	
class I - Math (S.S)	Beng (S.C)		4 Drama (K.D, S.S)	(S.C)	
class II - Eng (S.C)	Math (S.S)				
class III - Beng (S.C)	Eng (S.C)				

Time Table





Happy Students and Teachers in the Classroom



Teachers' Room



Teachers and Others

**I am also attaching three relevant pages from the 2007 annual report of Kalyania.**

**3. Sebika Training:** This training module for adult women folk is increasing in demand temporarily and this year we could accommodate 14 candidates who fulfilled the requirements. The Sebikas are in demand for taking care of a new born child or gerent logically advanced persons. If somebody needs them, such ayas can be contacted through us at the Kalyania office. We are at a phone calls distance from you.

#### **D. SCHOOLING AND EDUCATION:**

One of the major requirements that go amiss among the children of the poor and needy is a proper schooling. This is where such children's future hope lies - hope of being better citizens of the country. Jackson Bran once said '*Never deprive someone of hope, it might be all they have*'. The School substantially contributes to this motto.

**1. Schooling :** The **Suhasini Sishu Niketan** is strengthened, thanks to the intense patronage of Sri S. K. Ray, who gives it the loving care of a doting mother. The school now has 33 students, a good covered space as classrooms for academic activities fitted with the needed furniture, black board, fans etc. We are fortunate to have a number of teachers who are supporting the formal schooling activity including *Sarbasri Kabita Basu, Bani Dasgupta, Chaitali Banerjee, Sanghamoitri Chattopadhyaya, Debamitra Chakraborty, Saibal Sarkar, Juhi Das, Tannita Dey, Chitra Sen Gupta* and *Kalpna Das*, ably supported by the two Sahayikas *Smt. Urmila Mondal* and *Shila Sarkar*.

The existence of school predicates a number of associated functions where teachers, students and Governing Body members of Kalyania participate with gusto.

i) **Rabindra Jayanti** was celebrated on 13.05.06 enthusiastically replete with relevant songs, dances and recitations at the B-1/434, Arnabica. CMDE P. R. Sen (Retd.) explained the relevance of celebrating the Rabindra Jayanti to an audience of nearly 200. Smt. Rupali Bagchi silver lined the occasion through distribution of sweet meat packets to all.

ii) **Independence Day** was celebrated through the usual flag hoisting. This time the flag was hoisted by *Dr. Shantanu Jha, Chairman of Kalyani Municipality* who apprised the children with the meaning of the word independence. The march past by the students was conducted by the NCC through their NCC-Kalyania Partnership programme.

iii) **School Foundation Day/Dr. B. C. Roy's birth day** was celebrated on 01.07.06 at the school premises and the occasion was graced by the presence of *Dr. S. N. Banerjee, Dr. Partha Dhar, Sri Achintya Banerjee, Smt. Gayatri Chatterjee, Prof. Kabita Basu* and *Sri S. K. Ray* and participated by several members of General Body, members of Kalyania, all teachers of the school, staff of Kalyania and the students.

**2. Merit-cum-Means Fellowship** – Initiated by Mr. S. K. Ray and returns from the fund created kindly by KEN Raha Trust, received through ASTI, USA, it is being continued. We acknowledge gratefully the support by the Trust which enables us to continue this laudable activity on a sustainable basis.

**3. Tutorial Classes** : Free tutorial classes continue to assist the students in the preparation of their home work and also to acquaint them with some creative exercises through in door games, simple quizzes and story telling etc. We congratulate *Sarbashree Mita Baidya, Rina Majumder, Chitra Sengupta, Sarbani Mitra, Mousumi Bhattacharya* and *Arpita Banerjee* who provide this service with love and care.

**4. Sunanda Smriti Pathagar Library Services** : Last year we reported that library, though fairly well stocked with books, remains underutilized at best and that a new library sub-committee under the leadership of CMDE P R. Sen (Rtd.) was set up to improve the scenario. The library unfortunately appears to be jinxed. The library remains closed since 30.11.2006. B-1/234 Arnabica, where it was located had to be handed over. It remains closed as no suitable covered space has been found so far in spite of our best efforts. We look forward to some space being made available to us for the library for next five years. By that time we should be able to have our own space for the library.

**5. The School of Art - Sunanda Smriti Kalakendra :**

(i) This Kalakendra remains one of the major attractions for the children of our command area where Arts & Crafts is being taught to a significant population every Sunday at B-1/434 Arnabica. The Kendra had to be closed on 30.11.06 like the Library. Unlike the library, however, it was restarted from 3<sup>rd</sup> week of January, 2007 temporarily in open spaces of the park adjoining the school under the able guidance of Sarbasri Panchanan Pal and, Smt. Mousumi De.

(ii) Under the School, an exhibition was set up at the Puja Pandal of Saater Palli Durgotsav by permission of its Committee. The colourful craft exhibits prepared by the School children drew large audience. Beautiful landscapes, transformed into greetings cards courtesy our President Dr. S. N. Banerjee attracted a lot of attention and found a ready market among the members and the pandal hoppers. We appreciate the voluntary services rendered at the Exhibition by Smt. Bani Dasgupta, Smt. Snigdha Biswas, Sm Shamita Bhattacharjee, Sm Moushumi De, CMDE (Retd) P. R. Sen, Sri Panchanan Pal and Sri Prodyot Bhattacharjee.



(iii) **The Sit & Draw competition** was organized on

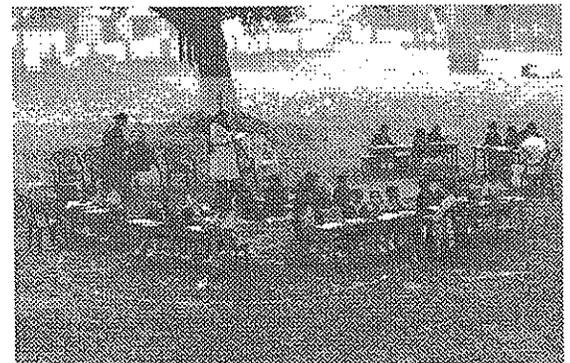
14.01.2007 at the same park where 83 childrens participated. The judges were Sri Panchanan Pal, Smt. Lakshmi Dasgupta and Smt. Mousumi De. Prizes were given away the same day, shared and overviewed by most of the Governing Body Members of Kalyania.

#### **E. Distinguished Visitors :**

*Barbara Piner*, President, ASTI, visited our Orgasnisation, Kalyania on December 16, 2006 and profusely praised the efforts being undertaken by the Organisation in its multimode welfare activities. Other important visits of Dr. Shantanu Jha, Chairman, Kalyani Municipality, Dr. T. Saha, ACMOH, Krishnagar and Dr. Anup Bhattacharya, Neurologist, were appreciated and have been appropriately acknowledged.

#### **F. MISCELLANY**

**1. Distribution of Apparel :** As practiced every year, clothing including shirts and trousers to 50 boys and new sarees among the distressed senior women was distributed prior to the Durga Puja Festive season. Children of the Suhasini Sisu Niketan and Andha Alok Samity (20) were equipped with new suits and presented a packet of sweetmeat, providing a touch of gaiety among the beneficiaries. The three hundred and forty orphans of Bhagirathi Shilpasram were provided with bed sheets while 40 blankets were distributed by Dr. S. N. Banerjee to the needy children.



Besides, Kalyania maintains an article bank of clothing, other furnishings and fittings that are distributed among the needy as and when required. It is replenished by the members from time to time.

**2. Annual Sports :** The regular feature, Annual sports was held on 28.01.07, starting at 10 a.m. at the Park adjoining the School. There were 146 participants that included students of the Art School and Primary School. Tiffin was provided to all participating members and prizes were given away to winners and the runners-up.

