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झारखण्ड शिक्षा परियोजना परिषद्  
जे.एस.सी.ए. स्टेडियम रोड, सेक्टर-3,  
धुर्वा, राँची - 834 004  
दूरभाष . 0651-2444501, 2444502, फैक्स-2444506  
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पत्रांक: ME/01/1230/2023/ 2912

दिनांक: ०७/०८/२०२४

प्रेषक,

आदित्य रंजन, भा.प्र.से.  
राज्य परियोजना निदेशक ।

सेवा में,

सभी जिला शिक्षा पदाधिकारी  
सभी जिला शिक्षा अधीक्षक  
झारखण्ड ।

विषय: झारखण्ड राज्य के सभी श्रेणी के सरकारी विद्यालयों के लिए School Report Card Assessment के संदर्भ में ।

महाशय/महाशया,

उपर्युक्त विषय के संबंध में अंकित करना है कि स्कूली शिक्षा एवं साक्षरता विभाग के प्रभारी सचिव के निदेशानुसार राज्य के सभी श्रेणी के सरकारी विद्यालयों का मूल्यांकन School Report Card के माध्यम से निम्नांकित चरणबद्ध तरीके से कराया जाना है:-

**मूल्यांकन प्रक्रिया :- No Cost/Low Cost/School Report Card Form**

Assessment by	Date
Self	20 <sup>th</sup> of every month
District Team (field manager/nodal officer/DIET etc.	21 <sup>st</sup> to 28 <sup>th</sup> of every month
State PMU/officers from state (online/offline)	29 <sup>th</sup> to 5 <sup>th</sup> of every month
Release of Report Card	10 <sup>th</sup> of every month

**Scorecard release Timeline** विवरणी निम्न है :-

चरण	विद्यालय	समय
I	SoE+BLAV (405)	August onwards every month
II	Secondary & Senior Secondary (Class 9 to 12)	September onwards every month
III	Upper Primary to Senior Secondary (Class 6 to 12)	November onwards every month

इस प्रक्रिया के तहत विद्यालयों को **Gold/Silver/Bronze** Category से certify किया जाएगा। स्कूल रिपोर्ट कार्ड के प्रदर्शन के आधार पर शीर्ष प्रदर्शन करने वाले स्कूलों को सम्मानित किया जाएगा एवं अतिरिक्त विद्यालय को सहायता (Hand Holding) और प्रशिक्षण प्रदान किया जाएगा।

उपरोक्त सभी दिशा-निदेशों का अनुपालन सुनिश्चित किया जाए।

अनुलग्नक: यथोक्त।

विश्वासभाजन,

(आदित्य रंजन)

राज्य परियोजना निदेशक

ज्ञापांक : ME/01/1230/2023/ 2912

राँची/दिनांक : ०७/०८/२०२४

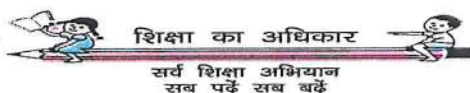
प्रतिलिपि: प्रभारी सचिव, स्कूली शिक्षा एवं साक्षरता विभाग, झारखण्ड को सादर सूचनार्थ समर्पित।

प्रतिलिपि: निदेशक, माध्यमिक शिक्षा/प्राथमिक शिक्षा को सूचनार्थ प्रेषित।

प्रतिलिपि: सभी अनुमण्डल शिक्षा पदाधिकारी/सभी क्षेत्र शिक्षा पदाधिकारी को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित।

(आदित्य रंजन)

राज्य परियोजना निदेशक





### Scoring Parameter of School Report Card

Domain	Name of Parameter	No. of Parameters	Total Score	Marks Obtained
Factors Affecting Learning Outcome (FALO) (Total Score-1050)	Class Assessment(Any	3	600	
	Teachers Related	20	100	
	Assembly	15	75	
	Inside the Class	30	150	
	Students	15	75	
	Celebrations, Functions,	10	50	
General Upkeep and Infrastructure (Total Score-650)	Cleanliness of Campus	5	50	
	Wall Activities	15	150	
	Early Arrival and Welcome	5	50	
	Reorganization (Good Visibility	5	50	
	Green Campus (Ensure students	5	50	
	Sports Infrastructure	5	50	
	Infrastructure	25	250	
Institutional Setup (Total Score-250)	Institutional Setup	25	250	
Discretion of Assessors	Discretion of Assessors	1	50	
<b>Grand Total</b>			<b>2000</b>	





# SCHOOL REPORT CARD

**School Name:**

**Assessors Name:**

**Name of HM:**

**Contact Details:**

**Contact Details:**

**Date of Assessment:**

## Factors Affecting Learning Outcome

Class Assessment for any 3 classes  
(Questions provided by JCERT)

Sl. No	Randomly selected Class	Total Student Appeared	Students Securing marks >60 %		Marks Allotted
			No. of Students	Percentage	
1.1					
1.2					
1.3					

1. If 75% of the students secured >60% = 200 marks, 2. If 50% of the students secured > 60% = 120 marks

3. If less than 50% of the students secured >60% = 40 marks, No one student secured > 60% = 0 marks

SL.No	Domains	Marking Criteria	Marks	Details/Comments/Scope for Improvement
2	<b>TEACHER RELATED (Applicable for all teachers)</b>			
2.1	Lesson Plan made in own handwriting as per JCERT format	Excellent-5 Good-2 Bad-0		
2.2	Teaching Learning Material and Innovative methods are used			
2.3	Outdoor teaching (Three classes a week by each teacher)			
2.4	Projects made by all teachers			
2.5	Daily home work (given to all and checked daily)			
2.6	Usage of Smart class by teachers			
2.7	All are member of House			
2.8	All are member of any Club			
2.9	Tagging with Tola			
2.10	Keeping record of tagged students with their contact number			
2.11	Teachers visit to Tola (minimum once in a week)			
2.12	Communication with tagged student guardians on call			
2.13	Teachers time table in staff room			
2.14	Participation in Chetna Satra daily one period of all class			
2.15	Teachers carrying ID-Card and are in uniform/formals			
2.16	Overall behavior and motivation			
2.17	All teachers maintain RAIL register of their class			
2.18	All teachers take all subject class when required			
2.19	Responsibility register (All are involved)			
2.20	Students feedback about teachers (ask secretly)			
<b>SUBTOTAL</b>		<b>100</b>		
3	<b>ASSEMBLY</b>			
3.1	Queuing for assembly Class wise and House wise (Weekly 1-2 day House wise Friday/Saturday) by duty house	Excellent-5 Good-2 Bad-0		
3.2	Use of Stage, House Flags, House badges & sashes (All House Captains/Vice Captains etc.)			
3.3	Invitation to Principal and Teachers with march past and drum beats by duty house			
3.4	Prayer Song and Preamble of the Constitution			
3.5	Thought of the Day (English & Hindi)			
3.6	Daily News (Hindi & English) & Awareness/Information on important dates			
3.7	General Knowledge (Five Questions)			
3.8	Word of the day (English & Hindi) with meaning and sentence			
3.9	Motivational Story from Pankh magazine (Twice a week)			
3.10	Birthday Celebration (Teachers and Students)			
3.11	Address by the Principal/ Teacher (Twice a week)			
3.12	Student's Pledge and National Anthem			
3.13	Yoga/ Exercise (Compulsory on Tuesday and Friday)			
3.14	Students Hygiene Checkup - Nails, Hairs, Shoes, Uniform etc. (weekly)			
3.15	Dispersal of assembly with drum beat and Kadamtaal			
<b>SUBTOTAL</b>		<b>75</b>		
4	<b>INSIDE THE CLASS (Check all classes)</b>			
		<b>Check five random classes and take average for final marking</b>		
4.1	Board Display: a) Date & Day, b) Thought of the Day, c) Word of the Day, d) Absent/Present (Boys/Girls), e) Class Strength			
4.2	Cleanliness of Classrooms			

4.3	TLM Chart paper placed symmetrically on all walls (All walls 100% covered)	Excellent-5 Good-2 Bad-0		
4.4	Notice Boards besides white board			
4.5	Classroom Rules to be wall painted			
4.6	Handmade routine in big chart paper			
4.7	Out pass System functional			
4.8	Change of Class Monitors (every 3 months)			
4.9	Minimum One Smart Class for each Class in 2-3 days			
4.10	Handmade dustbin placed inside the classroom			
4.11	Students notebook, diary and books are covered			
4.12	One period of <i>Chetna Satra</i> conducted daily - Debate/Quiz/Extempore/Art & Craft etc.			
4.13	Daily Bench rotation			
4.14	Labs & it's equipment-Physic /Chemistry/ Biology/ Math, properly setup and used			
4.15	Library properly arranged and used regularly			
4.16	Showcase school achievements (Trophies/Photos etc.)			
4.17	ICT Lab facilities and setup arranged and used			
4.18	Vocational and all rooms used wisely (No room unused)			
4.19	Attendance register perfectly maintained			
4.20	Color coding of absentee children with green tick mark and red circle in the attendance as per PRAYAS guidelines			
4.21	Implementation of Project RAIL			
a)	Test conducted regularly in full discipline			
b)	Attendance of Students is more than 80%			
c)	Discussion of questions after the test			
d)	Evaluation completed on time			
e)	Keeping the records of marks in register class wise / RAIL. notebook			
f)	Remedial classes conducted			
g)	Felicitation of Toppers			
h)	Ensure timely updation of result in eVV			
i)	Display of RAIL scores of all students and toppers with name & picture on Notice Board			
j)	Discussions on students performance with their parents in PTM			
SUBTOTAL		150		
5	STUDENT (for all Students)	Excellent-5 Good-2 Bad-0		
5.1	Students reach School on time			
5.2	Home Work completed			
5.3	Motivation to participate in house and club activities			
5.4	Students inform/share with parents about classes & other activities in school			
5.5	Motivation to take part in <i>Chetna Satra</i> Activities			
5.6	Students manners and behavior			
5.7	Students maintain hygiene and good habits			
5.8	Student speaks decent language			
5.9	Students approach to teachers for Career counseling			
5.10	Students approach teachers during dispute and mental stress			
5.11	Facilitating students having 100% attendance			
5.12	Display of Answer sheets to parents			
5.13	Communicating in English by all (one to two days weekly)			
5.14	Usage of FLN Kit & School Kit			
5.15	Usage of Pankh Magazine and all other materials			
SUBTOTAL		75		
6	Celebrations, Functions, Sessions Etc.	Excellent-5 Good-2 Bad-0		
6.1	Important days and events are celebrated			
6.2	Sports day is organized once in a year			
6.3	School participates in Inter-School competitions			
6.4	Career guidance and health awareness sessions are organized			
6.5	School invites dignitaries and alumni			
6.6	Students are rewarded for academic and non academic achievements			
6.7	Alumni Meet organized			
6.8	Science Exhibition / TLM mela / Any project display			
6.9	Art & Craft and Extra-Curricular activities			
6.10	Bagless Day (once a month)			
SUBTOTAL		50		
General Upkeep and Infrastructure				
7	Cleanliness of Campus	Excellent-10 Good-5 Bad-0		
7.1	Clean campus with dustbins placed at several places			
7.2	Flower pots plantation			
7.3	Boundary wall (preferably painted and slogans/messages written) / Biofencing			
7.4	Clean and decorated Verandah and Pathways			
7.5	Removal of useless Bushes, weeds etc.			
SUBTOTAL		50		



8	<b>WALL ACTIVITIES</b>			
8.1	Name and numbering of Classrooms/Labs/Sports Room/Store	Excellent-10 Good-5 Bad-0		
8.2	Important Helpline Numbers			
8.3	Four House Boards , Main Notice Board, Alumni Board and JAC			
8.4	Decoration of passage with informative paintings			
8.5	SMC details			
8.6	Teachers name with contact details and educational qualification			
8.7	School at a Glance (Daily Attendance, assets, enrollment, etc. )			
8.8	House representatives detail			
8.9	Bal- Sansad informations			
8.10	Qualities of ideal teachers and Students			
8.11	Portrait of National/Regional Personalities with motivational quotes			
8.12	Hand Wash Guidelines (SUMAN-K)			
8.13	Name and contact details of Tola tagged teachers with the names of			
8.14	MDM Menu			
8.15	Hygiene guidelines/ Other relevant paintings			
<b>SUBTOTAL</b>		<b>150</b>		
9	<b>EARLY ARRIVAL AND WELCOME</b>			
9.1	Reaching school at least 15 minutes prior to Assembly a) Principal, Teachers & Supporting Staff b) Head Boy/Head Girl/House Leader/Class Monitors	Daily- 10 Most Often- 5 Rare or Never-0		
9.2	Welcoming of early arrival students in different ways by teachers &			
9.3	Biometric of all Teachers and Staff			
9.4	Warm Welcome for newly admitted students, SMC and PTM			
<b>SUBTOTAL</b>		<b>50</b>		
10	<b>Reorganization (Good Visibility and Setup)</b>			
10.1	Classrooms well organized and placed in sequence	Excellent-10 Good-5 Bad-0		
10.2	Principal's room at forefront and beautifully setup			
10.3	Staff Room with teachers name plate on table and almirah			
10.4	Sports room with all equipments arranged and used regularly			
10.5	students)			
<b>SUBTOTAL</b>		<b>50</b>		
11	<b>Green Campus (Ensure student's participation)</b>			
11.1	Plantation of Trees (All areas covered)	Excellent-10 Good-5 Bad-0		
11.2	Kitchen Garden maintained by teachers and students			
11.3	students)			
11.4	Eco Clubs formed & registers made by teachers and students			
11.5	All Students trained on advanced and organic agriculture/compost pit			
<b>SUBTOTAL</b>		<b>50</b>		
12	<b>Sports Infrastructure</b>			
12.1	Clean and well maintained playground	Excellent-10 Good-5 Bad-0		
12.2	Indoor and outdoor games			
12.3	Participation of Students			
12.4	Weekly two periods assigned for each class			
12.5	Achievements and accolades in Sports displayed			
<b>SUBTOTAL</b>		<b>50</b>		
13	<b>Infrastructure</b>			
13.1	Main Gate	Excellent-10 Good-5 Bad-0		
13.2	Approach Path			
13.3	Parking Space- well demarcated			
13.4	Ramp for Divyang teachers and students			
13.5	Podium/Stage for Assembly in all halls of school			
13.6	Clean Drinking water			
13.7	Functional and Clean Toilets			
13.8	Hand Wash unit with soap			
13.9	Functional fans, lights, electric boards and other Electric equipments			
13.10	Sports Room- Well maintained and cleaned			
13.11	Vocational Training Room			
13.12	Menstrual Hygiene Management (MHM) Room			
13.13	Music Room			
13.14	NSS/ Scouts and Guides/ House/ Club Room			
13.15	Art & Craft Room			
13.16	Sick Room			
13.17	Counseling Room			
13.18	Store Room -Well maintained and cleaned			

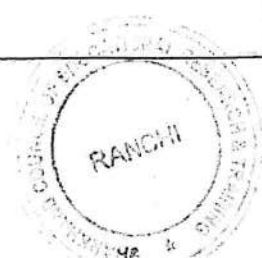
13.19	Clean and Hygienic Kitchen and Dining Area			
13.20	Kitchen Store room			
13.21	Soak pit at water source			
13.22	Rain Water Harvesting			
13.23	Compost Pit in school			
13.24	All windows, doors and floor are perfect and working			
13.25	Repairing of old benches and desks			
<b>SUBTOTAL</b>		<b>250</b>		
<b>Institutional Setup</b>				
14.1	House Formations (four nos.)	<p>Excellent-10 Good-5 Bad-0</p>		
14.2	Election of House Bearers (Captain/Vice-Captain/Members)			
14.3	Roles and responsibilities of House Leaders			
14.4	Allotment of House mentors/Teachers			
14.5	Inter House Activities / Competitions			
14.6	Regular House meetings (once in a month) registers			
14.7	Bal- Sansad formation and election of members			
14.8	Roles and responsibilities of all ministers			
14.9	Regular Bal-Sansad meeting (monthly) registers			
14.10	Participation of Bal-Sansad in SMC			
14.11	Clubs Formation (Eco, Literacy, Art & Craft, Music & Dance, Sports) - minimum four nos.			
14.12	Registers of Club and house activities			
14.13	Parent Teacher meeting organized regularly as per JCERT SoP			
14.14	PTM invitation card prepared by students and rally			
14.15	Welcome of parents by students and teachers			
14.16	Tour of the school highlighting students achievements and showcasing school's infrastructure			
14.17	Discussion with parents on child learning outcome			
14.18	Cultural program and all best <i>Chetna Satra</i> activities held till date will be showcased on PTM day.			
14.19	SMC Meetings regularly			
14.20	SMC President and members are elected			
14.21	SMC Records, Score card and register maintenance			
14.22	Inventory/Stock Registers (Labs, Library, Sports, Furniture etc.)			
14.23	Active Communication Systems (Circulars/SMS/ Website)			
14.24	Visitor Register			
14.25	Alumni Cell			
<b>SUBTOTAL</b>		<b>250</b>		
15	Discretion of Assessors based on overall experience of school and the efforts put by Principal, teachers and Students	<p>Excellent-50, Very Good-40, Good-30, Poor-20, Very Poor- 10 Extremely Poor-0</p>		
	Assessor can also include other important criteria and parameters and mention them here.			
<b>Grand Total</b>		<b>2000</b>		



Section -A

No Cost Improvements For Schools and it's Actionable Points

District-	Block-	Name of School-			
#		Criteria	Max. Mark (2)	Marks Allotted	Actionable Points For Schools
1	CLEANLINESS	Classrooms	2		
		Toilet	2		
		Veranda	2		
		Trees and Bushes	2		
		Playground	2		
		Outside School Boundary	2		
		Dustbins	2		
2	REORGANIZATION: VISIBILITY AND SETUP	Classrooms	2		
		Principal's Chamber and Staff Room	2		
		Lab-it's Setup and Equipment's	2		
		Internet Facility	2		
		Library	2		
		Notice Board Updated with Mandate activities as Per IMPACT-NEP/responsibility of all Committees, etc.	2		
3	BOXES	Functional Suggestion box , Functional Lost	2		



		and Found Box			
		First Aid Kit	2		
4	GREEN CAMPUS	Flower Pots & Plantation Inside & Outside Campus	2		
		Kitchen Garden	2		
		Wall Paintings as Suggested through IMPACT-NEP	2		
5	SPORTS	Weekly Two Periods for Sports	2		
		Well maintained Playground and Games Played	2		
		Participation of all Students	2		
6	CLASSROOM RELATED	Sitting place change for students on Rotation basis	2		
		Weekly Rail Test Marks on register and Highest marks walls	2		
		All student's Notebooks are covered	2		
		Weekly one day conversation in English except in Hindi/Other Language Class	2		
		Functional Outpass System	2		
		Thought of the day & English Word and	2		

**Section- B**

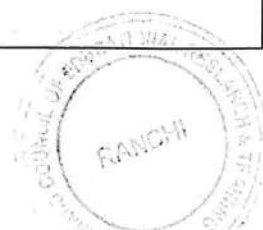
**Low Cost Improvements For Schools and it's Actionable Points**

District-

Block-

Name of School-

#	Criteria	Max. Marks	Marks Alloted	Actionable Points For School
1	House Flags	2		
2	House Badges and Sashes for Captain and Vice Captain & Bal Sansad Sashes for Ministers	2		
3	Flower Pots/Plants for School Campus	2		
4	Curtains for Principal Chamber/Staff rooms	2		
5	Fans and Lights for Classrooms/ Staff room/Principal Chamber	5		
6	Functional Toilets and Running Water	5		
7	Chemicals For Laboratories	2		
8	Sufficient Sports Items	2		
9	Record Registers	2		
10	Main School Notice Board and 4- Notice Boards for 4- Houses	5		
11	Functional Computers/Smart Class equipments	2		
12	Perfect Window Glasses and doors	2		





13	Decoration of Approach Road Pathways inside school Campus	5		
14	Teachers Almirah with names Painted on it.	2		
15	Teachers Name Plate on their desk	2		
17	Ramp for Divyang Students and Teachers	2		
18	Designated Parking Space	2		
19	Sick Room with Proper Kits	2		
20	Hand wash Unit	2		
21	Kitchen Garden and Compost pit	2		
22	Stage for assembly	3		
23	Repairing of Old benches and desks/tables	5		
24	Functional Activities/Vocational Room/Corners	3		
25	Kitchen Shed	5		
26	Big Dustbin in School Campus	2		
27	Mic/Speakers for Assembly	5		
28	Podium for assembly/stage	2		
29	Functional Library	2		
30	Soakpit at all water sources	5		
31	Functional Laboratories	2		
32	ID-Cards	2		
33	Showcase School Achievements (Trophies/Photos etc.)	5		



34	Auction of Old items and	2		
35	Demolition of Dilapidated building	5		
<b>Total</b>		<b>100</b>		

Remarks if any:

**Setion-C**

**High Cost Improvements For Schools and it's Actionable Points**

District-

Block-

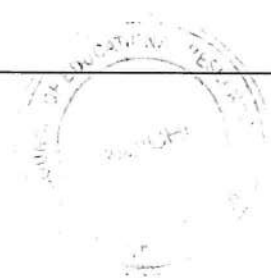
Name of School-

S.No.	Criteria	Actionable Points For District(<5Lakhs)	Actionable Points For State(>5Lakhs)
<b>1</b>	<b>Classrooms</b>		
a	Additional		
b	Repair		
<b>2</b>	<b>Boundary Wall</b>		
a	Additional		
b	Repair		
<b>3</b>	<b>Kitchen Shed</b>		
a	Additional		
b	Repair		
<b>4</b>	<b>Toilets For Boys/Girls/Staff</b>		
a	Additional		
b	Repair		
<b>5</b>	<b>Drinking Water</b>		
a	New		
b	Repair		





6	Drainage System		
a	New		
b	Repair		
Note: Please Mention approximate budget required in Each Item above.			
7	Resource Material Required		
a	Laboratory Equipments		
b	Sports Materials & Equipments		
c	Smart Classroom/ICT Facility		
d	Library		
e	Vocational Room		
f	Generator Facility		
8	Any Others on High Cost like HR/Upgradation of Schools/Land/ Others etc.		





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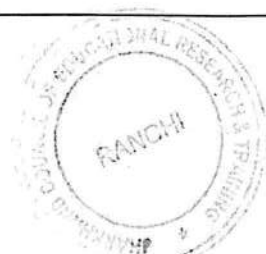
**Over all Remarks about School:**

**Net Budget for all items:**





		Meaning with Example On Display Boards or Black Boards			
		95% daily Attendance	2		
		Students in Proper uniform	2		
		Organizing Chetna Satra Activities	2		
		Lesson Plan of all Teacher	2		
		Home work to Students	2		
		Use of TLM During Teaching Learning	2		
		Participation of Teachers and Staff in School activities	2		
8	COMMITTEES AND THEIR REGULAR MEETINGS WITH PROCEEDINGS MAINTAINED ON REGISTERS	SMC	2		
		House and Bal Sansad	2		
		Eco-Club	2		
		NCC/NSS/Others etc.	2		
9	HOUSE WISE ASSEMBLY	GK	2		
		News	2		





		Thought of the day	2		
		Preamble & Principal's Speech	2		
		Dispersal with Kadam Taal sound on Sound system	2		
		General Up Keep Checkup & Cleaning of School Campus by Houses	2		
10	DISTRIBUTION OF RESOURCE MATERIALS	FLN Kit	2		
		Sports Materials	2		
		Lab Materials	2		
		Smart Class Installation	2		
		Textbooks, Library Books & Magazines	2		
		School Kit &Uniform	2		
Total			100		

Note: 0-Very Bad      1- Good      2- Very Good

Remarks: