

APPSC PAPER I: GENERAL STUDIES & MENTAL ABILITY · EDUCATION (B.ED. LEVEL)

Equality and welfare in education

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1. Welfare hostels, residential schools and scholarships (AP and national)
2. Welfare hostel management: G.O.Ms.No.46 (2023) standard operating procedures

1 Welfare hostels, residential schools and scholarships (AP and national)

Article 46 asks the State to promote the education of the weaker sections; in practice that means welfare hostels, residential schools (AP's welfare gurukul societies, Eklavya, Navodaya, KGBV), scholarships at every stage, and watchdog and finance bodies such as NCSC, NCST, NHRC and NSKFDC.

Core facts

- **Constitutional base:**
 - **Article 46** (Directive Principle): promote the **educational and economic interests** of the weaker sections, especially **SCs and STs**, and protect them from social injustice;
 - **Article 15(4) (1st Amendment, 1951)**: special provisions for SCs, STs and backward classes;
 - **Article 15(5) (93rd Amendment, 2005)**: reservation in **admission to educational institutions**, including private ones, except **minority** institutions;
 - **Article 17**: abolition of untouchability.
- **AP welfare departments** that run hostels (and employ Hostel Welfare Officers): **Social Welfare** (SCs), **Tribal Welfare** (STs), **Backward Classes Welfare** (BCs).
- **Welfare hostels**: free boarding and lodging for poor students who study in nearby schools or colleges.
 - **Pre-matric hostels**: school students (roughly Classes 3 to 10);
 - **Post-matric hostels**: students of intermediate, degree, professional and other courses.
- **Scale (G.O.Ms.No.46, 2023)**: Andhra Pradesh runs **3,783** welfare hostels and residential institutions; their aim is **educational security** for SC, ST, BC, EBC and minority children, with **diet, cosmetic charges**, amenities, tutors and teachers. The hostel SOP of that G.O. is in **EDU-WF-03**.
- **AP residential school societies:**
 - **APREIS** (general residential schools): first school at **Sarvail** (Nalgonda district, now Telangana) in **1971**; the **society** was constituted by **G.O.Ms.No.629 (Education), 25 March 1972**, and registered under the **Public Societies Registration Act, 1350 Fasli**; its **Board of Governors** is chaired by the **Minister for Education**;
 - **APSWREIS** (Social Welfare, **1984**): its schools are called **Dr. B.R. Ambedkar Gurukulams**;
 - **APTWREIS** (Tribal Welfare residential schools, "Gurukulam");
 - **MJPAPBCWREIS** (Mahatma Jyotiba Phule AP Backward Classes Welfare residential schools).
- **Ashram schools**: residential schools for tribal children in Scheduled (agency) areas; a central scheme for them in **Tribal Sub-Plan areas** dates from **1990-91**.
- **Eklavya Model Residential Schools (EMRS)**: from **1997-98**, Ministry of Tribal Affairs; **Classes 6 to 12**; since **2018-19** one in every block with **over 50% ST population and at least 20,000 tribal persons**; run through **NESTS** (2019).

- **Jawahar Navodaya Vidyalayas:** announced in **1985**, written into **NPE 1986**; first two in **1985–86** at **Jhajjar (Haryana)** and **Amravati (Maharashtra)**; free residential schools for talented **rural** children, **Classes 6 to 12**, at least **75%** rural seats and **one-third** girls.
- **Kasturba Gandhi Balika Vidyalaya (KGBV): 2004**, residential upper primary schools for **girls** of SC, ST, OBC, minority and BPL families in **educationally backward blocks**; now under **Samagra Shiksha**, extended up to Class 12.
- **Scholarships (national):**
 - **Post-Matric Scholarship for SCs:** since **1944–45**, the oldest; family income ceiling **₹2.5 lakh** a year; Centre : State **60 : 40** since **2020–21**;
 - **Pre-matric** scholarships for SC and ST students in **Classes 9 and 10**, and for children of parents in **unclean and hazardous occupations** (any caste, Classes 1 to 10);
 - **NMMSS** (National Means-cum-Merit Scholarship, **2008**): **₹12,000** a year from Class 9 to 12, selected by a test in Class 8;
 - **National Scholarship Portal (2015)**: one online window for central scholarships.
- **AP scholarships:** post-matric support has two parts, **RTF** (Reimbursement of Tuition Fee) and **MTF** (Maintenance Fee, for mess and hostel); the **fee reimbursement** scheme began in **2008**; applications go through AP's **Jnanabhumi** portal.
- **National bodies papers ask about:**
 - **NCSC: Article 338**; separate commission since the **89th Amendment (2003)**, first constituted **2004**; safeguards of SCs;
 - **NCST: Article 338A (89th Amendment, 2003)**; safeguards of STs;
 - **NHRC: Protection of Human Rights Act, 1993**; set up **12 October 1993**;
 - **NCSK** (National Commission for Safai Karamcharis): under the **NCSK Act, 1993**, set up in **1994**;
 - **NSKFDC** (National Safai Karamcharis Finance and Development Corporation): **24 January 1997**, under the **Ministry of Social Justice and Empowerment**;
 - **NCPCR** (National Commission for Protection of Child Rights, **2007**): monitors the **right to free and compulsory education** under the **RTE Act** (section 31).
- **Headquarters:** NCSC, NCST, NHRC and NSKFDC are all in **New Delhi**.
- **NHRC chairperson and members** are appointed by the **President** on the recommendation of a committee headed by the **Prime Minister**.
- **Other finance corporations:** **NSFDC** (SCs, **1989**), **NBCFDC** (backward classes, **1992**), **NMDFC** (minorities, **1994**), **NSTFDC** (STs, **2001**).
- **Food grains for hostels:** under the central **Welfare Institutions and Hostels** scheme a hostel gets subsidised grains when at least **two-thirds** of its inmates are **SC, ST or OBC**.
- **National Health Policy:** first in **1983** (2022 paper), then **2002** and **2017**.

Explained

1. Why hostels and residential schools. First-generation learners from poor SC, ST and BC families drop out because of distance to school, the cost of food and books, child labour and a home with no place or time

to study. A hostel or a residential school removes all of these at once: free food, a bed, uniforms, books, study hours and a warden or teacher in charge. This is the oldest and largest tool of the welfare departments for the **education of weaker sections** (syllabus C11).

2. Hostel, residential school and ashram school compared.

Type	Who runs it	Schooling	Example
Welfare hostel	Welfare department; Hostel Welfare Officer	in a nearby government school or college	SC, ST, BC hostels
Residential school	Welfare residential society	school and hostel on one campus	Ambedkar Gurukulam, EMRS
Ashram school	Tribal Welfare	school and hostel in agency areas	tribal ashram schools
Navodaya / KGBV	Navodaya Samiti / Samagra Shiksha	residential, on campus	JNV, KGBV

3. The Hostel Welfare Officer's work (typical duties): admissions as per the department's rules and reservation, the daily **diet as per the prescribed menu**, health check-ups and hygiene, safe custody of children (especially girls), **study hours** and tutors, attendance and stock registers, supply of uniforms, books and cosmetic charges, and liaison with schools and parents. The officer is warden, guardian and teacher-counsellor together. Since **2023** these duties follow the SOP of **G.O.Ms.No.46** (three-level supervision, food tasting register, incident reporting clock): see **EDU-WF-03**.

4. Central hostel schemes.

- **SC hostels:** girls' hostels from the Third Plan (**1961-62**), boys' hostels later; merged as **Babu Jagjivan Ram Chhatrawas Yojana (2008)**, now part of **PM-AJAY (2021-22)**.
- **ST hostels:** separate girls' and boys' hostel schemes of the Ministry of Tribal Affairs.
- **OBC hostels:** under **PM YASASVI (2021-22, for OBC, EBC and DNT students)**.

5. Scholarships, stage by stage.

Stage	Scheme	For
Classes 9-10	Pre-matric scholarship	SC, ST, OBC students
Class 8 test	NMMSS	meritorious poor students, Classes 9-12
Class 11 onward	Post-matric scholarship (RTF + MTF)	SC, ST, BC, minority students
Class 9 or 11	SHRESHTA	bright SC students in good residential schools
Abroad	National Overseas Scholarship	SC and other listed groups; master's, PhD

- **SHRESHTA** (Scheme for Residential Education for Students in High Schools in Targeted Areas, 2022): the Ministry pays fees and hostel charges of selected SC students in reputed private residential schools.
- **Pre-matric, post-matric and merit-cum-means scholarships for minorities** are run by the Ministry of Minority Affairs (Ministry created **2006**; these schemes from **2007-08** and **2008-09**). From **2022-**

23 the minority pre-matric scholarship covers only **Classes 9 and 10**, because the **RTE Act** already makes Classes 1 to 8 free and compulsory.

- A post-matric scholarship starts **after Class 10** (Class 11 onward); the pre-matric scholarship for children of parents in **cleaning and hazardous occupations** covers **Classes 1 to 10**.

6. The watchdog bodies.

- **NCSC (Art. 338)**: a chairperson, a vice-chairperson and three members, appointed by the **President by warrant under his hand and seal**; it investigates violations of SC safeguards, has the **powers of a civil court**, and reports to the **President**. History: Special Officer (1950) → National Commission for SCs and STs (**65th Amendment, 1990**) → split into NCSC and NCST (**89th Amendment, 2003**).
- **NCST (Art. 338A)**: the same structure and powers for Scheduled Tribes.
- **NHRC**: set up on **12 October 1993** under the **Protection of Human Rights Act, 1993**.
 - **Chairperson**: a former **Chief Justice of India** (since 2019 also a former Supreme Court judge); first chairperson **Justice Ranganath Misra**;
 - **Selection committee**: PM (chair), Lok Sabha Speaker, Home Minister, Leaders of Opposition in both Houses, Deputy Chairman of Rajya Sabha;
 - **Term**: **3 years** or age **70** (after the **2019** amendment);
 - Its **deemed members** include the chairpersons of NCSC, NCST, NCW, NCM, NCBC and NCPDR.
- **NCSK**: statutory from **1994**; the Act lapsed in **2004** and the commission continues as a **non-statutory** body, its term extended by the Government (latest to **31 March 2028**, decided 2025).
- **NCPDR** (set up **2007** under the Commissions for Protection of Child Rights Act, **2005**): watches child rights in hostels and schools and, under the **RTE Act**, monitors the right to education; States have their own commissions (SCPCR).
- **NSKDFC**: a not-for-profit company under the **Ministry of Social Justice and Empowerment** (incorporated **24 January 1997**); concessional loans and skill training for safai karamcharis, **manual scavengers** and their dependants; it implements **NAMASTE** (2023, safety of sewer and septic tank workers).

7. National programmes that reach hostel children.

Programme	Year	Key point
IEDC	1974	children with mild disabilities in ordinary schools
SSA	2000-01	zero rejection : no disabled child refused admission
IEDSS	2009-10	replaced IEDC for Classes 9-12
RMSA	2009	secondary enrolment to 75% within five years; universal access by 2017 , retention by 2020

8. APREIS facts papers can ask (its 2011 RTI handbook).

- **136** residential schools, **14** junior colleges and **1** degree college (**APR Degree College, Nagarjuna Sagar**).

- Admission at **Class V**: age about **9–11**, parents' income up to **₹60,000** a year, studying in a government or recognised school; by entrance test, then by **lottery** (2010-11 to 2013-14) under the RTE Act.
- Its **58th** Board meeting (**14 March 2023**) took up an admission test for Classes 5 to 8, like Navodaya and Sainik schools. The APREIS Secretary also oversees **AP Model Schools and KGBVs**.
- Aim in its own words: social and economic justice for **talented children of poor rural families**.

AP angle

- **APREIS (Sarvail 1971; society 1972)**: India's early experiment in residential schools for rural talent began at **Sarvail**, championed by **P.V. Narasimha Rao**; as Union HRD Minister he later launched the **Navodaya** scheme (1985–86) on the same idea.
- After **2014** the societies were split: Andhra Pradesh keeps **APSWREIS, APTWREIS, MJPAPBCWREIS**; Telangana has its own **TSWREIS, TTWREIS, MJPTBCWREIS**. Do not mix them in options.
- **Hostel Welfare Officer Gr II** posts (notification **25/2026**: Social Welfare 41, Tribal Welfare 23, BC Welfare 33) are wardens of these departments' hostels.
- **Fee reimbursement (2008)** made AP one of the first states to pay the full tuition fee of poor students in professional colleges; in AP it was branded **Jagananna Vidya Deevena** (RTF) and **Vasathi Deevena** (MTF) in 2019–24.
- AP also runs **ashram schools** under ITDAs in agency areas and **EMRS** in its tribal blocks. The agency areas are **Scheduled Areas** under the **Fifth Schedule**; **ITDA Srisailam** serves the **Chenchus**, a particularly vulnerable tribal group (PVTG).
- **APSWREIS** gurukuls often have a junior college on the same campus ("Gurukulam/JC"); their food grains come under the Welfare Institutions and Hostels scheme.
- **Current AP schemes (as of October 2026)**:
 - **Talliki Vandanam** (from **12 June 2025**): **₹15,000** a year for **each** school-going child (Class 1 to Intermediate), paid to the mother or guardian (₹13,000 credited, ₹2,000 kept for school upkeep); it replaced **Amma Vodi**;
 - **Dokka Seethamma** mid-day meals extended to **government junior colleges** from **4 January 2025**;
 - **Sarvepalli Radhakrishnan Vidyarthi Mitra**: student kits (bag, textbooks, notebooks, uniforms, shoes) in government and aided schools; it replaced the earlier **Jagananna Vidya Kanuka (JVK)** kits named in G.O.Ms.No.46.
- **Welfare news asked in 2025**: **Champion-90** (Tribal Affairs Department, **Madhya Pradesh**); **YounTab** (launched **June 2021** by the Lieutenant Governor of **Ladakh** for digital learning). Expect two or three such items a paper.

Common traps

✗ "NSKFDC was set up in 1992." ✓ **NSKFDC: 1997; 1992 is NBCFDC; NSFDC is 1989.**

✗ "NSKFDC and NCSK are the same body." ✓ **NCSK (1994) is a commission; NSKFDC (1997) is a finance corporation.**

✗ "NHRC members are appointed by the Prime Minister." ✓ By the **President**, on the advice of a committee **headed by the PM**.

✗ "NCSC is headquartered in Hyderabad (or Lucknow)." ✓ **New Delhi**.

✗ "NCST was created by the 65th Amendment." ✓ The 65th (1990) made a **joint** commission; the **89th (2003)** created a separate **NCST** (Art. 338A).

✗ "Article 15(5) came with the 1st Amendment." ✓ **15(4)** = 1st Amendment (1951); **15(5)** = **93rd** Amendment (2005).

✗ "EMRS is a Navodaya school." ✓ **EMRS** = Ministry of **Tribal Affairs** (1997-98); **JNV** = Ministry of Education (1985-86).

✗ "KGBV is for all children." ✓ It is for **girls** of disadvantaged groups in educationally backward blocks.

✗ "APREIS was constituted as a society in 1971." ✓ The **Sarvail school** opened in **1971**; the **society** dates from **G.O.Ms.No.629 of 1972**.

✗ "G.O.Ms.No.46 (2023) was issued by the School Education Department." ✓ **Social Welfare (EDU.II) Department**; it covers hostels of all welfare departments and School Education.

✗ "Talliki Vandanam gives ₹15,000 per family." ✓ Per **school-going child**; it replaced Amma Vodi (2025).

✗ "The RTE watchdog is the NHRC." ✓ **NCPCR** (and the State commission).

Quick revision

- Art. 46 weaker sections' education; 15(4) 1951; 15(5) 93rd, 2005.
- AP: 3,783 welfare institutions (G.O. 46, 2023); Talliki Vandanam ₹15,000 per child (2025).
- APREIS: Sarvail 1971, society G.O. 629 of 1972; APSWREIS 1984 = Ambedkar Gurukulams.
- EMRS 1997-98, Classes 6-12, >50% ST and 20,000 STs per block.
- JNV 1985-86 Jhajjar and Amravati; KGBV 2004 for girls.
- Post-Matric Scholarship SC 1944-45; ₹2.5 lakh ceiling; 60 : 40.
- NMMSS 2008, ₹12,000 a year; NSP 2015; AP Jnanabhumi, RTF + MTF.
- NCSC Art. 338, NCST 338A (89th, 2003); HQ New Delhi.
- NHRC 12 Oct 1993; President appoints on PM-led committee's advice.
- NSFDC 1989, NBCFDC 1992, NMDFC 1994, NSKFDC 1997, NSTFDC 2001; NCSK 1994.

2 Welfare hostel management: G.O.Ms.No.46 (2023) standard operating procedures

G.O.Ms.No.46 (Social Welfare (EDU.II) Department, 14 July 2023) is the rulebook of every AP welfare hostel and residential school: staff living on campus, three-level supervision, child safety, food, water and personal hygiene, and a minute-by-minute untoward-incident reporting clock; the Hostel Welfare Officer (HWO) carries most of it out.

Core facts

- **The order: G.O.Ms.No.46, Social Welfare (EDU.II) Department**, dated **14.07.2023**; Standard Operating Procedures (**SOP**) on **supervision, safety and security, crisis management, health and hygiene**.
- **Covers** hostels and residential schools of **School Education, Social Welfare, Tribal Welfare, BC Welfare, Minority Welfare, Differently Abled Welfare and Juvenile Welfare** (SW/TW/BCW/MW/DAW/JW).
- **Why:** AP maintains **3,783** welfare hostels and residential institutions; the SOP brings all existing procedures (biometric Aadhaar attendance, online provision and issue registers, health monitoring) into one document.
- **Who:** the consolidated SOP came from the **Director of Social Welfare**; the G.O. was signed by Chief Secretary **Dr K.S. Jawahar Reddy**; the **CEO, APCFSS** was told to update the **JNB Nivas** portal.
- **Five chapters:**

Chapter	Subject
1	General guidelines (staff residence, visits, guest of the day, grading, health day)
2	Supervision at various levels
3	Child safety and security
4	Food safety, water safety, personal health hygiene
5	Untoward incident reporting and crisis management

- **Staff:** the **Head of Institution (HOI)** and all staff live in **staff quarters**, or at headquarters near the hostel; available **24×7**; HOI prepares a **monthly holiday duty chart**.
- **District officers:** the **Collector / Joint Collector** with district, divisional and mandal officers **visit and stay the night** in welfare institutions on a **fortnightly rotation**.
- **Guest of the Day:** an eminent local person speaks at **prayer**; entry in the **visitors' register**; the list is finalised with the **Joint Collector**.
- **Grading:** every institution is graded **quarterly and annually** on **12 parameters**.
- **Health calendar:**
 - **Second Saturday** of every month: general health check-up by **PHC** staff (**Family Health Doctor** concept);

- **Once a week:** head-to-toe screening of all students;
- **Quarterly (June, October, January):** thorough check-up by the **Medical Officer**, stress on **eye, ear and dental** problems; **anaemia** tracked against **SDG** standards.
- **Three-level supervision** (replaced the old **two-level** system after the **village / ward secretariats** came):

Level	Officer	Minimum duty
1	Grama / Ward Sachivalayam functionaries	watch their own items (attendance, menu, girl safety, health)
2	Assistant Welfare Officer (AWO) / convenor principals	inspect each institution at least once a month
3	District officer of the welfare department	tour at least 15 days a month

- **Parent-Teacher Meeting: second Sunday** of every month; minutes signed by the parents present.
- **Food:** served at about **65°C**; **5°C to 60°C** is the **danger zone** for microbes; fridge at **4°C to 6°C**, cleaned **weekly**.
- **Tasting:** the **HWO or caretaker** tastes the food **just before serving** and records it in a **tasting register**; the **house master** eats at least **one meal a day** with students; one **mess committee** member also eats one meal a day.
- **PTM day: five** of the parents present dine with the children; their feedback goes on **JNB Nivas**.
- **Water testing:** physico-chemical **once a year**; bacteriological **twice a year (pre- and post-monsoon)** at source; comprehensive tests **every 3 months**; **monthly** at source in **tribal areas** and for **borewells without a pipeline**.
- **Hand washing:** at least **20 seconds**; **every Friday** may be a **dry day** (no stagnant water, against mosquitoes).
- **Incident clock:**

Who	Does what	Within
HOI	reaches the institution	5 minutes
HOI	informs higher officials	10 minutes
District Officer	informs the Collector and HOD	15 minutes
Institution	informs the parents	30 minutes

- **Later steps:** District Officer's preliminary report to the HOD within **24 hours**; DM&HO reaches within **2-3 hours**; **Collector** reaches within **6 hours**; HOD informs Government within **3 hours** and files a **detailed report within 48 hours**.
- **Helplines displayed:** Police **100**, Health **104**, Ambulance **108 / 102**, Disha **181 / 112**, Childline **1098**.

Explained

1. Chapter 1: general guidelines.

- **Residence:** if quarters are missing or dilapidated (certified by the engineering department), staff live at headquarters; addresses and alternative phone numbers sit in a register or on the notice board; HRA is recovered for occupied quarters.
- **Job charts:** every employee follows the job chart given by circulars and G.O.s; deviation means stringent action; supervisors report it through the **escalation matrix**.
- **Leave:** the HOI arranges a substitute in advance and records it in the **memo / substitution work register**; the HOI's own leave needs prior approval, and the **handover / takeover** is recorded.
- **District officers' night stay:** they act as **mentoring officers** responsible for the institution's improvement and the students' academic excellence.
- **Guest of the Day:** officers, elected representatives, professionals, entrepreneurs and **alumni** in respectable jobs; the register records the guest and the **gist of the thought for the day**.
- **The 12 grading parameters:** (1) enrolment and retention, (2) hygienic implementation of the **menu**, (3) amenities used through the year, (4) **kitchen garden** and greenery, (5) toilets and bathrooms, (6) safe drinking water, (7) prevention of untoward incidents, (8) **mess committee and parents' meetings**, (9) competitions (sports, science fair, art), (10) **NCC / NSS / Scouts and Guides**, (11) infrastructure through **CSR** and voluntary help, (12) **pass percentage** in public examinations.
- **Health records:** every visit and screening goes into a register for health and visiting officials. Weekly screening is by the school health supervisor, **ANM**, house master, science teacher or **PET / PD**.
- **Incidents:** reported at once with type, number of students, reason and time, by mail, phone or WhatsApp besides **SOS**; an **SOS app** was to be developed.

2. Chapter 2: who supervises what.

Level-1 functionary	Watches
Welfare and Education Assistant (WEA / WDPS)	enrolment, dropouts and mainstreaming, attendance, menu, student entitlements, PTA meetings
Engineering Assistant / Ward Amenities Secretary	building, electrical safety , RO plant , sewerage, drinking-water quality
Mahila Police	girl safety , POCSO Act , JJ Act awareness
ANM	personal hygiene, boarders' health, Hb monitoring, seasonal and vector-borne diseases, sick room, medical kit, health cards
Medical Officer	thorough check-up, anaemia

- Level-1 officers work with principals, **HWOs**, deputy wardens, caretakers, health supervisors and house parents; any lapse goes at once to the **HOI and the Level-2 officer**.
- **Level-2 (AWO / convenor principal), at least once a month:** facilities (water, toilets, rooms, kitchen, dining area, waste); **biometric** student and staff attendance against physical presence; study hours taken by teachers; provisions as per the agreement and the **diet quantity used daily**; water reports, food quality and taste in the **mess committee register**; random checks of amenities; health cards;

progress cards (asking boarders questions); **movement and roll-call registers**; committee registers; the **second-Sunday PTM**; lapses escalated to Level 3.

- **Level-3 (district officer):** tours **15 days** a month; test-checks timely **distribution of entitlements**; follows up Level-1 and Level-2 reports till grievances are redressed; watches academics, infrastructure, amenities, health and nutrition, supply chain, **JVK kit** distribution, water and sanitation, records.
- **How often each item is checked** (inspection formats): attendance, menu and student feedback **weekly**; entitlements **yearly**; parents' meeting **monthly**; infrastructure **monthly**; girl safety **weekly**; boarders' health **fortnightly**; health and hygiene **weekly**.
- **Long absentees:** children absent **over 7 days** or **over 30 days** are listed with the reason (health, child labour, **child marriage**, farm or household work, money, distance, special needs) and their homes visited for motivation.
- Inspection items are **digitised in the JNB app**, sent up the escalation matrix and to the HOI for redress within a **service-level agreement (SLA)**.
- **The Collector and Joint Collector** review grievance redress and the working of the whole mechanism.

3. Committees in every institution (Annexure I).

Committee	Member convener	Other members
Mess committee	Principal / HWO	caretaker or deputy warden; staff nurse and one teacher (residential schools); 6 students of different classes
Parents committee (hostel)	HWO	chairman ASWO / ABCWO / ATWO ; 3 educated parents (2 women, 1 man) ; headmaster of a school the boarders attend; Sarpanch ; local health assistant
Hostel development committee	HWO	Assistant SW, BC and TW Welfare Officers; Engineering Assistant (GSVS); 3 parents living nearby
Residential school development committee	Principal / HM	Mandal Engineer, MEO, 4 staff, cluster resource person, GSVS engineering and education assistants, 3 parents, 2 alumni
House keeping committee (residential schools)	Principal	2 senior teachers (one from science), one PET, one special teacher, office superintendent

4. Chapter 3: child safety and security. Safety means a safe environment **from home to school and back**: against abuse, violence, psycho-social problems, natural and man-made disasters and fire.

- **Buildings:** certified safe by local authorities; **elementary classes on the ground floor**; buildings limited to **three floors including the ground floor**; no inflammable or toxic material; good light and air; **kitchen and fire away from the main building**; water tanks covered; **CCTV** maintained; repairs from **Nadu-Nedu, TMF, SMF** and **CSR** funds.
- **Classrooms:** secure windows, no broken glass; blackboards fixed to the wall.
- **Kitchen:** clean, lit, ventilated, insect-proof (no spraying while cooking; fly flaps and nets); potable water; utensils washed and dried; drainage; **do's and don'ts for cooks displayed in the local language**; cooks trained on gas stoves and cylinders; dustbin with a lid; **no student in the kitchen during cooking**.

- **Toilets:** separate for children, staff and support staff; accessible toilets for **children with disabilities**; running water; doors; **cleaned daily**; **incineration** for menstrual waste with privacy.
- **Drinking water:** safe and enough; RO complaints lodged in the **IMMS app**.
- **Electrical:** periodic checks; live wires cut off and replaced; branches cleared from LT lines; **danger boards**; open wires in **plastic pipes**; building **earthing**.
- **Fire:** a **fire-safety certificate** renewed periodically; alarms or smoke detectors; **mock drills** with fire services; staff trained.
- **Boundary and gates:** a wall too high to scale, topped with **concertina wire**; **3-4 gates** for emergency exit but outsiders enter only by **one gate** manned by a watchman (with CCTV); main gate locked after entry; visitors checked through a window, no visitor vehicles inside; **visitors' register** with name, **mobile number** and **purpose**; a first-aid kit.
- **Surroundings:** away from railway tracks; **no liquor, opium or bhang shop** near the school; shops selling **pan and tobacco** relocated.
- **Barrier-free access:** **ramps** to the entry, classrooms, toilets, playground, library, canteen, hall and **floor to floor**, with **railings on both sides**; a **school map in Braille** at the gate, **Braille signage** in classrooms and a **Braille evacuation plan**; a list of children with disabilities, trained staff and **one designated official** for them in an emergency.
- **Water and drowning:** wells and ponds walled and **grilled**; no going to rivers, canals, ponds or rail tracks; no bathing from **overhead tanks** (steps fenced); movement in groups and a **movement register**; no going out alone; the cause of unauthorised absence found and parents told; **no idol-immersion rallies** or processions out of the campus.
- **Construction and festivals:** building work in the students' lean time, barricades and sign boards, covered water; on festival days teachers on duty, no movement near danger points, staff briefed.
- **Clearances:** a mandatory **fire-safety inspection** by **Fire and Rescue Services** and a **No Objection Certificate** to start or continue a residential school; **quarterly** inspection for **cracks**, especially in the rainy season.
- **Cyber safety:** **firewall**, **user authentication**, **safe search**; separate sessions for parents and students; an awareness session **once a month**.
- **Child protection:** **good touch / bad touch** in the curriculum; a **child-friendly teacher (preferably a woman)** nominated to hear children; **self-defence training for girls** by a trained PET or teacher; children with **depression** or psychological problems spotted early and sent to health clinics; land-phone facility for children; psycho-social counselling.
- **Registers and displays the staff keep:** **children movement register**, **menstrual hygiene register** (adolescent girls), **visitors' register**, **food-testing register**, the staff **duty roster** displayed; the hostel mapped to the nearest **police station**, **social counsellor** and **medical facility**.

5. Safety tools in Annexure III.

- **Checklist (21 items):** old or cracked building, flammable substances, ramps, safe wiring, clear exits, first-aid kit, fire-fighting system, a trained **disaster-management team**, working RO, protected water source, tested water, clean toilets with **sanitary-pad disposal**, pest-free kitchen, good-touch awareness, an **anti-bullying committee**, no harmful shops nearby, a **POCSO box**, **mock drills**.
- **Do's:** surprise **night visits**; senior staff stay on campus; **CCTV with backup**; **children's committees**; **police patrol** at night; a **complaint box**; child helpline numbers displayed.

- **Don'ts:** no **medication for a mental-health problem** without evaluation by a trained professional; **never disclose a victim child's identity**; no child travels alone without an escort (preferably a parent); no access to liquor, drugs or tobacco; **no orphan or abandoned child admitted without Child Welfare Committee (CWC) orders.**
- **School safety plan, five steps:** (1) situation analysis; (2) hazard and **vulnerability** analysis; (3) preparedness (safety and **child-protection committees**, disaster teams, resources, **evacuation map**, training and **mock-drill calendar**); (4) emergency response (continuity of schooling, provision for **divyang** children); (5) mitigation (non-structural measures, **safety audit**).
- **Annual safety calendar:**

Month	Theme
June	food poisoning
July	using the first-aid kit
August	snake bite and scorpion sting
September	dengue and malaria
October	child rights and the POCSO Act
November	consequences of child marriage
December	air and water pollution
January	road safety
February	fire safety
March	heat waves

6. Chapter 4: food safety. Responsibility: **HWOs, caretakers, HOI and mess committee members**; HWOs must buy and use **fresh vegetables** and good commodities.

- **Preparation:** **CCTV** in kitchen, store, wash area and dining area; rice, cereals and pulses **cleaned by hand**; leafy vegetables **washed before cutting, never after**; a clean chopping board; **Cook-cum-Helpers (CCHs)** wear **gloves and caps**; **no cooked food from outside** (donors, weddings): cook afresh in the kitchen instead; no stale food.
- **Cooking:** **lid on** (saves nutrients, stops contamination); clean containers; serve **immediately** after cooking; **vegetarian and non-vegetarian items kept apart**; **gas cylinders outside the kitchen**; burners serviced; students kept out of cooking and serving areas and never made to cook.
- **Community help:** Gram Panchayat and the **Hostel / Residential School Development Committee** members inspect by rotation and also **taste the food** with the HWO; **mothers' groups** help children wash hands with soap, use clean plates and avoid waste.
- **Food testing:** the State may use **CSIR institutes, NABL- and FSSAI-accredited laboratories** (microbial and chemical tests); the **Food Inspector** of the local urban body is mapped to institutions.
- **Cleaning:** kitchen floors and slabs cleaned **before and after** cooking; cleaning cloths of the cooking area never used elsewhere and sun-dried; utensils scrubbed with detergent under running water; containers corrosion-free and **covered**.

- **Cook-cum-Helpers:** high personal hygiene; anyone with an **infectious disease** (diarrhoea, vomiting, skin infection, jaundice) does not cook; **health check twice a year**; trimmed nails, **no nail polish, rings, bangles or watches**; **no chewing, smoking or spitting**; hand washing after the toilet, coughing or a phone call.
- **Pests and waste:** wire mesh on openings; **pesticides generally not used in cooking areas** (if unavoidable, stored locked with records); the **SSA maintenance grant** may pay for pest-proofing; **fire extinguishers** in the kitchen; waste cleared **after every meal**; kitchen waste into **biogas or compost pits**.
- **Dining:** a spacious, ventilated dining room with **wire-mesh windows**, cleaned daily; **hand-washing stations** with taps, running water and soap.

7. Chapter 4: water safety. PHED (urban) and **Rural Water Supply (RWS)** departments are responsible for safe water to welfare institutions.

- **Tested at three points:** the **source**, the **distribution system** and the **end user**; field tests for residual **fluoride**.
- **14 physico-chemical parameters:** pH, turbidity, colour, odour, total dissolved solids, alkalinity, hardness, chloride, sulphate, fluoride, nitrate, calcium, magnesium, iron. **Bacteriological: total coliform and E. coli**.
- **Samples:**

Test	Sample	Reach the lab within
Physico-chemical	1 litre in a new plastic bottle	48 hours
Bacteriological	100 ml in a sterilised glass bottle , in an ice box	12 hours

- **Labs:** RWS has **112** laboratories (State-level lab at **Vijayawada**); **4** special labs at **Eluru, Palakollu, Kakinada and Rajahmundry** test **heavy metals and pesticides**. Rural institutions are also mapped to the **Village Health Clinic** (MLHP).
- **Urban:** **6 physical, 12 chemical, 1 bacteriological, 21 heavy-metal, 14 pesticide** tests; labs of IPM, RWS&S and **APPCB**; heavy metals and pesticides tested every **3 months** at NABL labs; a nodal officer of at least **AE / AEE** rank; PHED covers **117** urban local bodies and **536** urban health clinics.
- **HWO's part:** collect water at the **storage point and the final outreach point** and send it for testing; use the **field testing kit**; HWOs and caretakers are **trained by PHED / RWS**; the welfare department pays the test fee; **field exposure visits** to water treatment plants; **SCERT** adds drinking water to awareness programmes; tanks, RO plants and sumps cleaned regularly; water records kept.

8. Chapter 4: personal health hygiene.

- A fixed time in the daily timetable for **hand washing with soap** by children, cooks and teachers, before and after meals; **20-30 bottles of diluted liquid soap** serve about **200** children.
- No water-logging: the **Friday dry day** removes bottles, tyres, coconut shells and other water holders; **oil balls** and **fogging** with the panchayat; garbage cleared by the local body.
- Awareness camps on personal and **menstrual hygiene** with **SCERT** posters and videos; theme competitions (e.g. on **International Hand Washing Day**).

- **Orientation twice a year** (start of the session and reopening after holidays) by HWOs, caretakers and health supervisors on the use of washrooms, water points, dining hall, dormitory and playground.
- With **ICDS, Childline** and health officials: camps on health, **good touch / bad touch**, child rights and toilet use.

9. Chapter 5: untoward incidents and crisis management.

- **15 types:** snake bite, dog bite, scorpion sting, electric shock, **drowning**, fall from a height, **missing boarder**, fracture, road accident, **suicide or attempt**, health hazard, **food poisoning / contamination**, **eve teasing**, unrest, any other.
- **District Officer:** sends the **divisional officer** (to reach within **1-2 hours**) and reaches within **2-3 hours**; works with the district administration; deploys staff of nearby institutions; inquires into causes and persons responsible if man-made; **preliminary report within 24 hours** to the HOD.
- **DM&HO:** mobilises doctors and **ambulances**, alerts hospitals, reaches within **2-3 hours**.
- **Collector:** gears up the district administration, sends a senior officer, **reaches within 6 hours**.
- **HOD:** analyses magnitude and causes, **informs Government within 3 hours**, reaches (or sends a senior officer) and files a **detailed report within 48 hours**.
- **First aid:** kits kept, staff trained, and boarders trained as item-wise **amateur resource persons ("amateur doctors")**.
- **Hospital:** PHC / CHC / area / district hospital, **preference to Government hospitals**; a private hospital only if needed equipment or specialists are missing.
- **Also:** samples seized for investigation; lapses punished at any level; panic calmed and **psychological** care given; police and revenue help when needed; the department controls the campus till normalcy and **keeps out unruly elements and gossip-mongers**.
- **Displays (MIS):** first-aid **do's and don'ts** for each incident; phone numbers of PHC, CHC, hospitals, nearby private hospitals, and of officials (**AWO, DWO, Collector, HOD, Secretary; Tahsildar, MPDO, SHO, RDO, DSP**).

10. Daily schedule of a welfare hostel (Annexure III(f)).

Time	Activity
5:00 am	wake up
5:00-6:00	personal time
6:00-6:30	assembly, prayer, 20 minutes of exercise or yoga under the HWO , milk / ragi java
6:30-7:30	supervised study
7:30-8:00	breakfast
8:00-8:45	special / remedial classes
9:00 am-5:00 pm	school hours
5:00-6:00	snacks and games
6:00-6:30	personal time
6:30-7:30	dinner

Time	Activity
7:30-9:30	special / remedial classes
9:30-10:00	personal time
10:00 pm	sleep

- **Residential schools (Annexure III(e))** follow a separate uniform timetable: wake up **5:00**, warm-up and roll call, yoga **5:30-6:00**, milk, breakfast, assembly **7:45**, **eight periods of 40 minutes** from **8:00**, lunch **1:00-2:00**, **house-teacher interaction**, remedial hour **3:00-4:00**, snacks and games, dinner **6:00-7:00**, **night study 7:00-9:00**, **All India Radio news 9:00-9:15 pm**.

11. Entitlements inspectors check.

- **JVK kit** (Jagananna Vidya Kanuka, now Vidyarthi Mitra): **4 pairs of dresses**, bedding (carpet and blanket or bed sheet), notebooks, belt, tie, shoes and socks, **trunk box**, steel plate, glass and bowl, textbooks and workbooks; one more pair of uniform; **sanitary napkins** (checked weekly).
- **Cosmetic charges** paid month by month and **hair-cutting charges**.
- **Stock check**: rice, dal, tamarind, chilli powder, oil, groundnut seeds, ravva and gas tallied **register vs physical**; commodities with **FSSAI and ISI** marks; **biometric registration** of vendors, caretakers and cooks at receipt and delivery.
- **Kitchen garden**, compost pit and waste-water drainage; students' neat uniforms and combed hair; sayings, charts and maps on the walls.

Common traps

X "G.O.Ms.No.46 was issued by the School Education Department." ✓ **Social Welfare (EDU.II) Department, 14.07.2023**; it covers School Education and all welfare departments.

X "Parents must be informed within 10 minutes." ✓ **10 minutes** is the HOI informing **higher officials**; **parents within 30 minutes**; the HOI reaches within **5 minutes**.

X "The Collector must reach within 3 hours." ✓ **Collector 6 hours**; DM&HO and District Officer **2-3 hours**; **3 hours** is the HOD informing Government.

X "PTM is on the second Saturday." ✓ **PTM: second Sunday**; **health check-up day: second Saturday**.

X "Danger zone for food is 0°C to 100°C" or "serve food at 45°C". ✓ Danger zone **5°C-60°C**; serve at about **65°C**; fridge **4°C-6°C**.

X "Leafy vegetables are cut first and then washed." ✓ **Washed before cutting**, not after.

X "Bacteriological water tests need 1 litre in a plastic bottle." ✓ That is the **physico-chemical** sample (48 hours); bacteriological = **100 ml, sterilised glass bottle, ice box, 12 hours**.

✗ "Water is tested bacteriologically once a year." ✓ **Twice** (pre- and post-monsoon); physico-chemical **once**; tribal areas and borewells **monthly**.

✗ "School buildings may have four floors." ✓ At most **three floors including the ground floor**; elementary classes on the **ground floor**.

✗ "Level-2 officers inspect once a quarter." ✓ **At least once a month**; Level 3 tours **15 days a month**.

✗ "The Mahila Police member looks after hygiene." ✓ Mahila Police = **girl safety, POCSO, JJ Act; ANM** = hygiene and health; **Engineering Assistant** = buildings, electricity, RO.

✗ "Outsiders may enter by any of the 3-4 gates." ✓ The extra gates are for **emergency exit**; entry only by **one manned gate**.

Quick revision

- G.O.Ms.No.46, Social Welfare (EDU.II), 14.07.2023; 3,783 institutions; 5 chapters.
- Staff on campus 24×7; monthly holiday duty chart; Collector's night stay fortnightly.
- 12 grading parameters; Guest of the Day at prayer.
- Health: 2nd Saturday PHC; weekly head-to-toe; MO in June, October, January.
- Levels: Sachivalayam / AWO monthly / district officer 15 days a month.
- PTM 2nd Sunday; 5 parents dine; feedback on JNB Nivas.
- Food 65°C; danger 5-60°C; fridge 4-6°C; HWO tastes and records.
- Water: chemical yearly, bacteriological twice; 14 + 2 parameters; 1 L/48 h vs 100 ml/12 h.
- Incident: HOI 5 min, officials 10, Collector and HOD 15, parents 30; report 24 h, 48 h.
- Hostel day: 5 am wake, yoga under HWO, study 6:30-7:30, sleep 10 pm.