

SCHOOL INFRASTRUCTURE DEVELOPMENT PLAN

MOE Specific Program that is providing the Educational Infrastructure Grant:

SIDP PLANNED PERIOD From: To:

Total amount of MOE Grant: Ksh

County:	Sub-County:		
Name of School:			
TSC Code:			
Present Enrolment:	Total:	Boys:	Girls:
No. of Streams: 24	No of Teachers:	Male:	Female:
Date:		School Stamp:	

Instructions for Completing the SIDP:

- Make sure that ALL differing sections are completed with relevant information that actually answers the lead question posed in the particular section. – **DO NOT** leave any section blank
- Provide as much relevant information as necessary – Add extra pages, in any section or as an Annexure, if required.
- The SIDP is a plan for anticipated needs S not just to utilise current resources – Do not be over ambitious with your individual AWPs – Only add projects that you are reasonably confident of getting support for. This support can come from many differing sources but these **MUST** be documented.
- Add as annexures any other relevant information – Specially on how the community intends to access other sources of funding in which to fulfil the individual projects within the SIDP – CDF – County Government – NGOs – Faith Based Organisations – Old Boys/Girls Bodies etc. – Also if possible add as many photographs as you can to illustrate current condition of infrastructure.

Sheet 2 – Brief History of School

Provide a brief history of the school's present development. Year that school was started; how the initial infrastructure was initiated; any significant sponsors; and any points of general interest etc.

Brief History:

Enrolment Trends – Enter specific years i.e., 2014, 2017, 2016 etc.

2014		2015		2016		2017		2018		2019		2020	
B	G	B	G	B	G	B	G	B	G	B	G	B	G

Any other information concerning enrolment trends or matters of local interest that will assist to document the school development over the past years:

Sheet 3 – Sketch of School Facilities



Explanations: Include all details of the entire school compound on the sketch, not just the physical facilities. Include a North direction; Direction of prevailing wind; Direction of any significant slopes; All trees S shrubs; Large rocks or boulders; Areas prone to flooding or erosion; Nearest possible water S electricity connection points; Existing compound entrance etc. Clearly indicate all new or renovated facilities completed in the previous year and all that is planned in the next AWP. All such information will assist in the overall SIDP preparation S approval processes. Use a 'key' for clarity when describing individual physical facilities such as: C1, C2 etc for classrooms; FST1, FST2 etc for Female Staff Toilets; FPT1, FPT2 etc for Female Pupil Toilets and so on.

Support the plan with as many photographs as you feel necessary to illustrate current shortfalls in educational infrastructure.

Sheet 4(a) - Inventory of Existing Infrastructure (Structures)

Key: P = Permanent, and SP = Semi-Permanent.

A = Excellent; B = Good; C = Poor and D = Dangerous. **CLASSROOMS**

Adequacy of Existing Classrooms

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Estimated number of New Classrooms Required

Description	Number
Number of new classrooms required to accommodate classes currently	
Number of new classrooms required to replace unsatisfactory semi	
Number of new classrooms required to support expected enrolment	
Number of incomplete permanent classrooms to be completed	
Number of permanent classrooms to be refurbished	
Number of new classrooms required for other reasons (please state)	
Total	

Sheet 4(b) – Inventory of Existing Infrastructure (Structures)

Key: P = Permanent, and SP = Semi-Permanent. See Section One – Page 6 for more detailed information

A = Excellent; B = Good; C = Poor and D = Dangerous.

SANITATION – TOILET CUBICLES, HANDWASHING, WATER SUPPLY & STORAGE FACILITIES

Ref. No.	Description of Use (Girls, Boys, Teachers, Support Staff etc.) S No of Cubicles in Each Block	Status (P or SP)	Description of Physical Materials Used (Concrete foundations, stone walls etc.)	Condition Rating (A, B, C, D)	Description of Upgrading or Repair Requirements for Each Individual Cubicle
Example: FTP1	Lower Girls – 4 cubicles	p	Stone walls – CGI roof – concrete slab	c	Plaster & paint walls – Fix new door – Provide Hand washing facility.
Details of other Sanitation facilities: Hand Washing Facilities, Water Tanks, Gutters etc					

Adequacy of Existing Facilities

Estimated number of New Water & Sanitation Facilities Required

Description	Number
Number of new permanent toilet cubicles required for girls	
Number of new permanent toilet cubicles required for boys	
Number of new urinals (metres of walling) required for boys	
Number of new permanent toilet cubicles required for female teachers	
Number of new permanent toilet cubicles required for male teachers	
Number of new permanent toilet cubicles required for support staff	
Number of existing permanent toilet cubicles to be renovated or improved	
Number of new permanent special toilet cubicles planned for the physically challenged (pupils & staff)	
Number of metres of water supply system required (Metres of pipes etc.)	
Number of litres of water storage required: (No of pupils x 5litres x days per term)	
Number of gutters required (Metres)	
Other hygiene promotion requirements, hand washing facilities etc. (Please specify) Handwashing	

Sheet 4(c) - Inventory of Existing Infrastructure (Structures)
Key: P = Permanent and, SP = Semi-Permanent. See Section One – Page 6 for more detailed information

A = Excellent; B = Good; C = Poor and D = Dangerous. **ADMINISTRATION and SUPPORT FACILITIES**

Adequacy of Existing Offices, Staffrooms, Book Stores and General Storage

Ref. No.	Description of Use (Principal, Deputy Principal, Staffroom etc)	Status (P or SP) (Refer to Section One Page 6)	Description of Physical Materials Used (Concrete foundations, stone walls etc)	Condition Rating (A,B,C, D)	Description of Upgrading or Repairs Requirements
Example: A/B	H/T, DH/T & Book Store	p	Stone walls & CGI Roof	B	Walls plastered & painted external Security door

Adequacy of Food Preparation and Eating Facilities (If they exist)

Ref. No.	Description of Use (Storage, Cooking, Eating, etc)	Status (P or SP)	Description of Physical Materials Used (Concrete foundations, stone walls etc)	Condition Rating (A,B,C,D)	Description of Upgrading or Repairs Requirements

Adequacy of Boarding Facilities

Ref No.)	Description of Use (Girls etc) Boys	Status (P or SP) (Refer to Section One Page 6)	Description of Physical Material Used (Concrete foundations, stone walls etc)	Condition Rating (A,B,C, D)	Description of Upgrading or Repair Requirements Floor screeding, wall plastering, new doors windows, new CGI sheets etc.)

Others (Specify what)

Ref. No.)	Description of Use	Status (P or SP) (Refer to Section One Page 6)	Description of Physical Materials Used (Concrete foundations, stone walls etc)	Condition Rating (A ,C ,B ,D) (Refer to Section One - Table 1 - Page 6)	Description of Upgrading or Repair Requirements Floor screeding, wall plastering, new doors windows, new CGI sheets etc.)

Synopsis of New Facilities Required

Description	Number	Reason for Need

Sheet 4(d) - Inventory of Existing Infrastructure

(Furniture) FURNITURE

Explanations: Desks, Tables, Chairs, Lockers

Room in Which Furniture	Item of Furniture	nu mb er	numbe r in Po	Tot al	num ber of	short all	exces s
Example:	2 seater desks	17	5	20	50	5	0
Classrooms	Pupils Desks/ Pupils Chairs						
	Teachers Teachers						
	Chairs						
	Cupboards						
	Chalk Boards						
Office	Other-Locker)						
	Tables						
	Chairs						
	Cupboards /Cabinets						
	Notice Boards						
	Other						
Staff Room							
	Tables						
	Chairs (plastic)						
	Notice Boards						
	Lockers						
	Other						
Boarding Facilities							
	Beds						
	Mattresses						
	Bed Nets						
	Lockers						
	Other						
Other (specify)							

Synopsis of New Furniture Requirements

Item of Furniture	Number	Explanatory Notes

Sheet 4(e) – Inventory of Existing Infrastructure (School

Compound, Security and Sports Facilities)

Are ALL areas of the school compound safe for students, teachers, support Staff & visitors & is it free from rubbish & litter?

Is the school compound secure with a gate & fence? Is the fence 100% Complete; incomplete or non-existent?

Does the school compound have a pleasant outdoor teaching/learning Environment? Is there any shaded seating arrangements?

Does the school compound experience regular flooding or soil erosion Problems? Are there any areas of long standing water?

What sports facilities does the school have? i.e. Football & athletics field, Netball court etc.

Description of other school compound related physical features that may affect the pupils, teachers or visitors Enter here anything that you think would improve the general school compound environment i.e. Remove the large rocks or need to level the playing fields etc.

Sheet 5- Synopsis of School Infrastructure Needs

All infrastructure needs identified on Sheets 4(a) to 4(e) should be reflected here but not necessarily in any particular order of priority. Short term requirements will subsequently appear in AWP 1 and maybe spill into AWP 2. Medium term will usually commence in AWP 3 and might spill into AWP 4. Long term will not commence until AWP 4 and will continue into AWPs 5, 6 and so on . (Do not be too ambitious in the initial years)

No.	Identified Need	Remarks	Priority (S,M,L)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
II			

Key: S- Short term, M- Medium term, L- Long term:

Sheet 6 – Draft Annual Work Plan (AWP)

The activities synthesized on Sheet 5 are now broken down and presented as individual

Annual Work Plans. Remember that Short term activities **MUST** be aimed at making the learning environment comfortable and safe for the learners. All AWPs will be judged primarily on this criterion. Other infrastructure considered as non-essential will come into the later AWPs after every child is sitting on an acceptable desk in an acceptable classroom and they have access to acceptable toilet and water facilities.

Year 1:from.....		Short Term Estimated Cost (Ksh)
Priority	Proposed New or Remedial	
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Year 2:from..... to.....		Short – Medium Term Estimated Cost (Ksh)
Priority	Proposed New or Remedial	
1		
2		
3		
4		
5		

Year 3: from..... to.....		Medium – Long Term Estimated Cost (Ksh)
Priority	Proposed New or Remedial	
1		
2		
3		
4		

NOTE: Break the overall SIDP requirements (Sheet 5) down into as many AWPs as required whilst considering the overall SIDP expectations, current resources, possible CDF contributions and the like. The school should be 100% sure of securing the financial support required to fully complete any individual AWP within the given timeframes.

Sheet 7 – Detailed 12 Month Work Plan (Year 1)

Plan Period – From: ...IST Jan 2020.....To: ...31st Dec 2020.....

Planned New or Remedial Projects	Timing -		Name of Supervisor or (School S/or DPW Representative)	Estimated Cost in Ksh.				Technical Support	
	Start	Expected Finish		MOE Grant	C/P (1)	Others (2)	Total	School Requires Technical Support from DPW (Yes/No)	DPW Comments
Example: Construct one Acceptable activity and new classroom	01/02/20	30/03/20	SIC Chair Engineer DPW	500,000	20	50,000	550,000	0	Person & market rates. DPW will provide
1									
2									
3									
4									
5									
Total									

Key: (1) C/P = Community Participation (Contributions) – (2) Others = CDF – County Gov. – NGOs – Faith Based Organization etc. If necessary use extra pages to provide as much information on the planned activities/projects as possible.

Sheet 8 – Environmental S Social Impact Protection Plan (ESIPP) Plan Period – From: To:

Explanations: The Environmental Social Impact Protection Plan (ESIPP) is an important part of the overall SIDP. All subsequent AWPs MUST be completed by the school. The SIDP cannot be approved if this is not included. It is likely that the ESIPP will change with each AWP. Activities under the ESIPP are for the duration of the construction activities. If necessary use extra pages to provide as much information on the planned activities as possible.

Sheet 9 - Committee Approval of the School Infrastructure Development Plan S First Annual Work Plan

SIDP Overall Implementation Period – From:To:

1st AWP Implementation Period – From: To:

We the duly elected members of the School Management Committees (or Board of Management S Parent Teacher Association) of Secondary School hereby submit the SIDP S AWP for the periods mentioned above. Furthermore, we certify that the SIDP S AWP has been shared with the entire community prior to it being submitted to MOE for official approval. Upon receipt of the official approval we confirm that the approved SIDP S AWP will be posted on the school notice board for general public scrutiny. We also confirm that the SIDP will be updated in each subsequent year.

Names, Designations & Signatures

SIDP ANNEXURES

Add here copies of all BoM and SIC Minutes that deal with the preparation of the SIDP and 1st AWP. Add as many extra pages as required to fairly portray the exact physical situation the school is currently in. To support the written words also include several photographs that visually details the current educational infrastructure deficiencies and general school compound physical features as described in the SIDP.