SILIGURI PRIMARY SCHOOL COUNCIL

Monthly Return of Primary and Jr. Basic School

Name of School P.O										School Recognition No. with date								M.R. for the month of				
Scho	ol Code No		Name of	G.P	Gram Sansad / Ward No Panchay							Panchayat	Samity ,	/ Municipal	Corpora	tion						
PART 'A' : Information about Teachers																						
	E Date of							Leave Account of the Teachers														
SI.	Newsoft	6	natio	SC/ST/	Edn.	1 st	Date of	Appt. Memo No. under this	Joining &	Current Month							From the date	of appoir	itment upto la	ast month		Teacher with date
No.	Name of Teacher	Sex	Design	Gen/OBC/ Minority	Qualification	Language in H.S. Exam	Birth	No. under this Council & date	transfer order No. of this Council	C.L	H.P.L	Commuted Leave	Medi. Leave	C.C.L	Total No. of days present	H.P.L	Commuted Leave	Medi Leave	Maternity leave	Others Leave	C.C.L	
1																						
2																						
3																						
4																						
5																						
6																						

PART 'B' : Information about Students & Inspection

	(i) (ii) (iii) (ii																							
					((i)					(i	i)	(iii)	(iv)		tudents droppe tudents droppe			No. of meetings held					
Class	Tot enrol		Ge	en	S	С	S	Т	OB	SC	Muslim	Minority except	Ph. Handicapped	Average Attendance	(a)		(b)		during this academic session :	Information about Inspection				
	Boys	Girls	Boys	Girls	Boys	Girls	Boys Girl		Boys Girls		///////////////////////////////////////				With TC	Without TC	With TC Without TC							
Pre-Primary																			M.T.A. :	a) Date of Visit :				
I																			P.T.A. :	b) Name of the Inspecting Officer:				
II																			VEC /WEC :	c) Total enrolment on the day of visit:				
III																								
IV																			Others :	d) Remarks if any :				
v																								
Total																								

PART 'C' : Information about School's land, building, furniture and TLM, etc.

School building own/ rented If	Rent paid by	School building kaccha / pucca	No. of	Area of each	Toilet facilit	ty – Yes / No	Drinking water	Playground	Status of land	Whether the lar	
rented, rate of monthly rent	SPSC or not	(Tin roof / concrete roof)	Classrooms	classroom (in sq. ft.)	Boys	Girls	facility Yes / No	facility		to the cou	

PART 'D' : Statement of contingency, rent and other grants of this month

School Contingency, VEC / WEC / A/c No. with Bank Name	ltem	Opening Balance	This month receipts	Total	This month expenditures	Closing Balance	Remarks of H.T / T.I.C.	If any suggestions (in brief)
VEC	Contingency							
	School Grants							
Contingency -	Maintenance Grant							
	T. L. M.							
	A. C. R. / Others							

SCHOOL	SL.	NO.	
0011005			

URBAN / RURAL (tick the portion applicable)

nd deed deposited	Name of	Plot	H. No. Khatian	Area of
uncil Yes / No	Mouza	No.(s)	No.	Land

SI.	Teacher's name with present	DATE																														
No	Residential Address & Phone Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14		17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Remarks

We hereby declare that the statement of this M.R. is true to the best of our knowledge and belief.

(1) Name of Teacher(s) if temporarily suspended	
(2) Name of Teacher(s) is absent without information	Secretary / President, Welfare Committee
(3) Name of teacher(s) if deputed to any training institute	Or
(4) School working hours : From	Two members of the said committee (except teachers)

Head Teacher / Teacher-in-charge

With Seal

Verified

Sub-Inspector of Schools, _____

Circle

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