



Circles of Support Project

School Monitoring Form

CIRCLES of SUPPORT PROJECT SCHOOL MONITORING FORM

COUNTRY: _____

NAME OF SCHOOL: _____

AREA/ DISTRICT: _____

DATE OF VISIT: _____

Instructions to fieldworkers:

Please convene a meeting of the COS volunteers (school convenors and neighbourhood agents) and other COS members at each school. At the meeting, please obtain the following information from the group. If participants do not agree in their response to a particular issue, record the consensus response and make a note of the disagreement on the form.

1. Number of active COS group members participating in today's discussion

Number of trained school convenors here who are male		Number of trained school convenors here who are female	
Number of trained village/ neighbourhood agents here who are male		Number of trained village/ neighbourhood agents here who are female	
Number of males who were co-opted (not formally trained)		Number of females who were co-opted (not formally trained)	
TOTAL MALES		TOTAL FEMALES	

2. Number of active COS group members who are not participating in today's discussion

Number of males		Number of females	
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3. If not participating, reasons for non-participation:

4. Since the start of the COS project at your school, have any COS group members left the work of the group? If yes, how many and what were their reasons for leaving?

Number of COS group members who left: _____

Reasons for leaving:

5. Since the start of the COS project at your school, have any additional people joined the group? If yes, how many and what interested them to join?

Number of additional/ new COS group members who joined: _____

Reasons for joining:

6. We need information of how many children have been supported through COS group activities, from the start of the project, until now: Please help us to complete the following.

[NOTE TO FIELDWORKER – PLEASE TAKE YOUR TIME TO DISCUSS THESE ISSUES WITH THE GROUP & TRY TO GET ACCURATE NUMBERS; ASSIST THE GROUP TO WORK OUT THESE ESTIMATES CAREFULLY – USING PROMPTS IF NECESSARY]

	Number (can be estimate) NOT OPTIONAL
Total no. of home visits made to date	
Total no. of vulnerable children registered by COS for support to date, including orphans	
No. of the above who are orphans	
Total no. of children referred to social workers or NGO or other support	
Total no. of children who were out of school whom COS has helped to re-enter the school system to date (if any)	
Total no. of children who were/are out of school who have not yet re-entered the school system to date (f any)	
Total no. of children who had never been enrolled in school whom COS facilitated school entry to date (if any)	
Total no. of children who had never been enrolled in school whom COS has not yet facilitated school entry (if any)	
Record comments here: (optional)	

7. When you were making home visits, what were the main issues that came up that seemed likely to prevent OVC from attending school?

8. What would you say is your main way of working with the identified OVC or their neighbours/guardians to ensure that children were enabled to stay in school? Please describe.

9. Did this COS group raise any money for OVC? If so, how was this done and how much? What was the money used for?

10. Did this COS group start any income generating projects? Please describe.

11. Did this COS group source any support for children from the local community (e.g. local businesses/vendors/shops/church/politicians/NGOs/community leaders etc)? Please describe briefly all of sources of support and what the support was.

1.

2.

3.

4.

5.

6.

12. Describe the nature of support or response that you got from the school management and other teachers? (especially from those people who are not directly involved in COS)

13. Describe how the OVC and their guardians appreciate or regard the COS project? What kinds of reactions have you encountered in your work?

OVC:

Guardians:

**14. Have you come across instances of stigma towards OVC?
If so, describe, and how has the COS group addressed this?**

15. Give three examples of times that your COS group has offered psycho-social support (counselling, talking and listening to children) to OVC and their guardians?

1.

2.

3.

**16. Have you set up any COS groups out in the community? Yes/no, number of groups.
Who is involved? What work have they done?**

17. How do you think children and/or OVC themselves could get more involved in the project?

18. How do you think COS can be sustained next year at this school? What kind of support would you need? Who could provide this support?

19. [Botswana & Swaziland only]:

What was the money (P500.00) that was given to you to support your activities used for?

Did the money create any difficulties for your group? Describe.

Did it make it easier to do your work? Describe.

FIELDWORKER PLEASE COLLECT THE RECEIPTS AND SLIPS.

RECEIPTS AND SLIPS PROVIDED? (PLEASE ATTACH): yes / no

If no, give reason:

20. Any other important issues we have not covered here?

Thank you