

# **Guidelines for Planning and Designing a School Building**

1. A master plan should be drawn up for the site as a whole. For this purpose services of a good architect should always be taken for the planning of the building. However teachers and head of the institution should also try to equip themselves for giving suggestions to architect or planner in order to make the school plant more useful and serviceable.
2. The level of the school should be high so that water-logging does not take place in the monsoon season. There should be a good drainage system.
3. Always it is advisable to have the buildings of one storey. The second storey can be constructed in future when future expansion is needed. So any type or design must therefore take note of this possibility of future expansion. So it is desirable that the school plant should be planned.
4. The building should be south-facing, so that sunlight can enter into the room in the winter and cannot enter directly in the summer. Provision should be made for the free circulation of air, proper light and a minimum area to accommodate a certain number of school children. The building must be planned with hygienic laws.

5. The school building must provide for certain amenities for the students such common room, sanitary conveniences, provision for mid-day meals, refreshments and in case of girl students retiring rooms with necessary facilities, accommodation for teachers with a common room available for them where they can meet one another, a reading room and a library; a visitors' room, a room for the headmaster, an office room and a well-planned and equipped science laboratory to stimulate greater interest in science. But the planning and designing should be scientific and modern. The construction of all types of rooms in the building must be determined not by fancy but by utility.

6. Adequate space must be provided with classrooms, special rooms, school halls, staff room, office room, pupils' common room, library and reading room in every secondary school. Classroom should have 600 Sq.ft floor area (30' x 20'). The height of each room must be more than 15 feet.

7. Efforts should be made to have school buildings with a graceful look. The surroundings of the school building should be attractive and must provide a stimulating environment for children to study and conduct co-curricular activities more effectively.

8. As regards the type of the design, no single type can be recommended. However, the school building can be of several types.

**These are:**

- (i) The I Type – Consisting of a row of classrooms.
- (ii) The L Type – L type with an extension on one side.
- (iii) The T Type – T type with an extension on one side both ways.
- (iv) The U Type – Two I type joined on one side.
- (v) The E type.
- (vi) The H Type.

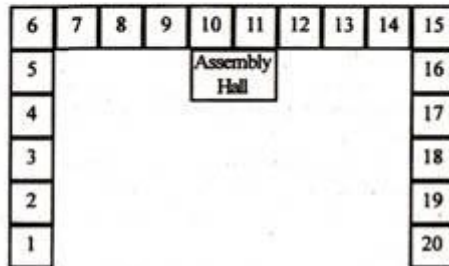
Usually T.E.L.H and U types of buildings are preferred as they are convenient and beautiful to look at. There should be windows on opposite sides of the room opening to outside and giving cross ventilation. So ventilation, light and heating should be in accordance with the best practices. The building should be daily cleaned and annually washed and other repairs should be timely attended to.

**Sketch Map of School Buildings:**

**The ‘U’, ‘E’ and ‘H’ types are illustrated below:**



The 'E' Type :



## The "U" Type:

The 'H' Type :

