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19<sup>th</sup> April 2024

**CIRCULAR NO. 5/2024**

All Principals of Institutions  
All Headteachers of Government and Private Secondary Schools  
All Headteachers of Government and Private Primary Schools  
All Proprietors of Private Secondary and Primary Schools

**COMPLIANCE TO THE BASIC REQUIREMENTS AND MINIMUM STANDARDS INDICATORS ON MANAGEMENT AND ORGANISATION OF BOARDING FACILITIES IN SCHOOLS AND INSTITUTIONS**

Despite the several communications on the above subject, the Inspection and Monitoring reports still find that most Institutions and Schools have continued to operate illegally or below the expected standards which has led to both loss of property and lives in addition to compromising health and sanitation.

In view of the above, Guidelines for Operating and Management of Boarding facilities in Schools and Institutions, have been reviewed to take into consideration aspects of safety and security.

The purpose of this Circular, therefore, is to inform you that the Ministry of Education and Sports will carry out Inspection of boarding facilities during Second Term and appropriate actions will be taken on those operating below the required standards.

Please note that, the checklist for assessing compliance has been developed for use during inspection. School Managers are encouraged to carry out a Self-Evaluation and fix what is required ahead of the Inspection.

**Attached** are the guidelines, validation checklist and application form.

Ketty Lamaro

**PERMANENT SECRETARY**

**Copy:** First Lady and Minister of Education and Sports  
Ministers of State for Education and Sports  
Executive Director, KCCA  
All Chief Administrative Officers  
All City Clerks/Town Clerks

Mission: "To provide for, support, guide, coordinate, regulate and promote delivery of quality Education and Sports to all persons in Uganda for national integration individual and national development."

