

School data survey form

Annual assessment of learning outcomes, 2011

Region:	District:	Ward:
School:	Village/Mtaa:	Council:
	Code:	EA Number:
Interviewers:		Start Time:
1.	2.	End Time:
		Date:

(If there are more than one school in the village or mtaa, collect data from the largest school only)

Verbal Consent Form for the Head teacher:

Please ensure that the head teacher is informed of the purpose of the survey and time it will take to complete the survey. Ask for his/her consent to continue. In case the head teacher is not present get the information from the assistant head teacher.

General Instructions

1. Where the coding key is provided, enter the appropriate code in the space provided
2. When there are no coding instructions, write the actual answer
3. Do not leave a question blank, if the person refuses to provide the required information put the code XX
4. If the person does not know the answer, put the code YY

Questions S1 – S36 are for the Head Teacher; Questions S37 – S40 are to be completed through observation.

Head Teacher's Bio data

ID	Question	Coding Instructions	Answer
S1	What is your position in school?	{1 - Head teacher; 2 - Assistant Head teacher; 3 - Other}	
S2	Gender of the person	{1- Male; 2 - Female}	
S3	In what year did you start teaching?	Write the actual year	
S4	In what year were you appointed as a head teacher?	Write the actual year	
S5	For how many years have been working in this school?	Write the actual year	
S6	Have you attended any training on managing a school in the last FIVE years?	{1- Yes; 2- No}	
S7	How long was the training?	{1 - Less than a week; 2 - One Week; 3 - More than a week}	
S8	What grade of teacher are you?	{1- Grade III C; 2 - Grade III B; 3 - Grade III A; 4 -Diploma; 5 - Degree; 6 - None of the above, specify}	

Pupil Enrolment 2010 - 2011

ID	Question – Record Actual Numbers	Male	Female	Total
S9	What was the total enrolment (Standard 1 to 7) in 2010?			
S10	What is the total enrolment (Standard 1 to 7) in 2011?			
S11	What was the enrolment in pre-primary classes in 2010?			
S12	What is the enrolment in pre-primary classes in 2011?			

Leadership by Head Teacher

ID	Question	Coding Instructions	Answer
S13	Is this school part of any project such as Children's Book Project?	{1 - Yes; 2 - No}	
S14	If yes, Which one?	Do not code – just write the name of the project	
S15	Is this a single or double shift school?	{1 - Single shift; 2 - Double}	
S16	Is there an academic committee in school?	{1 - Yes; 2 - No}	
S17	Is there a student council in school?	{1 - Yes; 2 - No}	
S18	When did inspectors last visit the school?	Write the date (Month/Year)	



Teachers

NID	Question – Record Actual Numbers	Male	Female	Total
S19	How many teachers did you have on the payroll in 2010?			
S20	How many teachers do you have on the payroll in 2011?			

Teacher / Pupil Attendance

ID	Question	Coding instructions – Actual Numbers	Answer
S21	How many teachers are present in school today?	Number of teachers present	
S22	How many teachers are absent today?	Number of teachers absent	
S23	How many children were present during the current week?	Monday	
		Tuesday	
		Wednesday	
		Thursday	
		Friday	
S24	What was the average attendance for 2010	Write the average attendance	

Resources

ID	Question	Date Received	Amount Received
S25	How much capitation grant did you receive last year, 2009/2010? Fill the total received during the year.	1.	
		2.	
		3.	
		4.	
		5.	
		6.	
		7.	
		Total	

Facilities

ID	Question	Coding Instructions	Answer
S26	How many classrooms are there in the school?	Write the actual number	
S27	Is there a school library where children can borrow books from?	{1 – Yes; 2 – No}	
S28	Are there books for all reading levels?	{1 – Yes; 2 – No}	
S29	Does the school have electricity?	{1 – Yes; 2 – No}	
S30	Does the school have water?	{1 – Yes; 2 – No}	
S31	How many toilet pits do you have for girls?	Write the actual number	
S32	How many toilet pits do you have for boys?	Write the actual number	
S33	Does the school provide lunch at school?	{1 – Yes; 2 – No}	
S34	Does the school provide tea/porridge for students?	{1 – Yes; 2 – No}	

Uwezo Communication

ID	Question	Coding Instructions	Answer
S35	Have you heard of Uwezo before?	{1 – Yes; 2 – No}	
S36	If yes, how have you heard of it?	{1 – Radio; 2 – Newspaper; 3 – TV; 4 – Other (specify)}	

Observation by data collectors:

ID	Issue	Coding Instructions – Actual Numbers				
		Enrolled	Present			
S37	Attendance: Pupil Go to one class in each standard and count how many children are actually in class at the time. (if there are more than one stream, take ONLY one class for observation)	Pre-primary				
		Standard One				
		Standard Two				
		Standard Three				
		Standard Four				
		Standard Five				
		Standard Six				
		Standard Seven				
S38	Textbook Availability In ONE of the class in standard ONE to THREE , ask children to hold up their textbooks for English, Kiswahili and Maths in turn. Count the number of pupils with textbooks and those without textbooks.	Write the actual numbers	Pupils WITH textbooks	Pupils WITHOUT textbooks		
		Standard One	English			
			Kiswahili			
			Math			
		Standard Two	English			
			Kiswahili			
			Math			
		Standard Three	English			
			Kiswahili			
			Math			
		S39	School library (if there is any)	Are the books in shelves?	{1 – Yes; 2 – No}	
				Approximately how many books are there?	Write actual number	
Is there a register to record children borrowing books?	{1 – Yes; 2 – No}					
If yes, how many books were borrowed during the current week?	Write the actual number					
S40	Teacher Attendance: 15 minutes after a period (any) starts, see how many classes are without teachers	Write Actual Numbers				
		Classrooms in school				
		Classrooms without teachers				