## GOVERNMENT SCHOOL OBSERVATION SHEET - ASER Pakistan 2011

**Name of School:**

**Village:**

**District/Agency:**

**Province:**

**From which Class to which Class (Tick any one):**

<table>
<thead>
<tr>
<th>Class 1</th>
<th>Class 2</th>
<th>Class 3</th>
<th>Class 4</th>
<th>Class 5</th>
<th>Class 6</th>
<th>Class 7</th>
<th>Class 8</th>
<th>Class 9</th>
<th>Class 10</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 5</td>
<td></td>
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<td></td>
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<tr>
<td>1 to 8</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 to 10</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 to 8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Type of School (Tick any one):**

- Boys & Girls School
- Boys Only School
- Girls Only School

**Total Enrolment Girls:**

- Class 1: [ ]
- Class 2: [ ]
- Class 3: [ ]
- Class 4: [ ]
- Class 5: [ ]
- Class 6: [ ]
- Class 7: [ ]
- Class 8: [ ]
- Class 9: [ ]
- Class 10: [ ]

**Total Enrolment Boys:**

- Class 1: [ ]
- Class 2: [ ]
- Class 3: [ ]
- Class 4: [ ]
- Class 5: [ ]
- Class 6: [ ]
- Class 7: [ ]
- Class 8: [ ]
- Class 9: [ ]
- Class 10: [ ]

**EMIS Code:**

**Date of visit:**

**Arrival Time:**

**Day of visit:**

**Departure Time:**

**Government School. Meet Head Master (in absence of the HM, meet the senior most teacher of the school). Documents required: Enrollment/Attendance register.**

**How far is the village from the district headquarters? (in km):**

**Is there a bus-stop in the village? Yes [ ] No [ ]**

**Name of Surveyors (1):**

**Name of Surveyors (2):**

**Any NGO affiliated with School: Yes [ ] No [ ] If "Yes" mention name:**

**Since (Year):**

**Any Project Started in Schools: Govt. [ ] Private [ ] No Project [ ]**

### (I) Children’s Enrollment & Attendance

- **Children’s enrollment (Take from register yourself):**
- **Children’s attendance (Today’s as per register):**
- **Children’s attendance (Today’s as per register):**
- **School Fee (Per Month):**

**Note:** Take a headcount of children in the room. If grouped, ask the children of each class to raise their hands separately and then count accordingly.

### (II) Teachers

- **Number Sanctioned posts:**
- **Number Approved:**
- **Number Present Today (on the day of survey):**
- **Physically:**
- **Number on official leave:**
- **Number of teachers or leave for any other non official reasons or Absence:**
- **Number of Teachers residents of THIS village:**

**Head Teacher:**

**Regular Govt. Teachers (Doesn’t include Head Teacher):**

**Para/Contract teachers (appointed by Panchayat or VEC/PTA/SMB/SC):**

**Any other person(s) teaching in the school:**

### (IV) The Fund was spent on (tick ALL that apply)

- **Compound/ Premises:**
- **Water/Toilet Facilities:**
- **Other:**
- **School Building:**
- **Furniture:**
- **New ROOM:**
- **Inside the classroom:**

### (V) Class Room Observations

- **Are the children of this class sitting with children from any other class?:**
- **If yes, then with which class? (write):**
- **Where were they seated (tick one):**
- **Classroom:**
- **Verandah:**
- **Outdoor:**

**If yes, then with which class? (write):**

**Is there a blackboard/white board for this class?**

**Could you easily write on the blackboard/white board?**

**Did most of the children (75%) have reading textbooks? (Ask the children to show you their language textbooks and assess accordingly):**

**Apart from text books, did you see any other supplementary material (e.g. Books, Charts on the wall, Board Games etc.) available in the room?**

### (VI) Facilities in the school (From Observation)

- **Class, 2 Yes [ ] No [ ] Class, 8 Yes [ ] No [ ]**
- **Total number of rooms in the school (count yourself):**
- **Total number of rooms in the school being currently used by the children (count yourself):**

**Tick where relevant:**

- **Is there a drinking water facility for the children in the school?**
- **If drinking facility available, was it usable?**
- **If there is complete boundary wall/fence?**
- **If there is a toilet/latrine for the children?**
- **If there is a toilet/latrine, is it usable?**
- **Does the school have any library books?**
- **Could you see the library books?**
- **Is there a playground in the school?**
- **Is there a Science Laboratory?**
### PRIVATE SCHOOL OBSERVATION SHEET - ASER Pakistan 2011

**Instructions:** Visit any private school, first preference to High School then Middle and then Primary, Meet Head Master (in absence of the HM, meet the senior most teacher of the school). Documents required: Enrollment/ Attendance register.

#### Name of School | Village | Tehsil/Taluka | District/Agency | Province
---|---|---|---|---

#### From which Class to which Class (Tick any one) | Type of School (Tick any one) | School Established Year | Date of visit | Arrival Time
---|---|---|---|---
Class 1 to 5 | Boys Only School | | | 
Class 1 to 8 | Boys & Girls School | | | 
Class 6 to 8 | Girls Only School | | | 
Others | | | | 

#### Date of visit | Day of visit | Departure Time
---|---|---

#### Type of School | ☐ English Medium | ☐ Urdu Medium | ☐ Hafiz Quran + General schooling | ☐ Other: ________________________________
---|---|---|---|---

#### Name of Surveyors (1) | Name of Surveyors (2)
---|---

#### Any NGO affiliated with School | Yes ☐ No ☐ | If “Yes” mention name: ________________________________ | Since (Year)
---|---|---|---

#### Any Foundation affiliated with School | Yes ☐ No ☐ | If “Yes” mention name: ________________________________ | Since (Year)
---|---|---|---

#### (I) Children’s Enrollment & Attendance

<table>
<thead>
<tr>
<th>Total Enrolment Girls:</th>
<th>Total Enrolment Boys:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number Present (Today/ On the day of survey)</td>
<td>Number Present (Today/ On the day of survey)</td>
</tr>
<tr>
<td>Class 1</td>
<td>Class 2</td>
</tr>
<tr>
<td>Number on official leave</td>
<td>Number on official leave</td>
</tr>
<tr>
<td>Number of teachers on leave for any other non official reasons or Absence</td>
<td>Number of teachers on leave for any other non official reasons or Absence</td>
</tr>
<tr>
<td>Number of teachers residents of THIS village</td>
<td>Number of teachers residents of THIS village</td>
</tr>
</tbody>
</table>

#### Children’s enrollment (Take from register yourself)
Children’s attendance (Today’s as per register)
Children’s attendance Today
School Fee (Per Month)

*Note: Take a headcount of children in the room. If merged groups, ask the children of each class to raise their hands separately and then count accordingly.*

#### (II) Teachers

<table>
<thead>
<tr>
<th>Number Appointed</th>
<th>Number Present Today/On the day of survey</th>
<th>Number on official leave</th>
<th>Number of teachers on leave for any other non official reasons or Absence</th>
<th>Number of teachers residents of THIS village</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>F</td>
<td>M</td>
<td>F</td>
<td>M</td>
</tr>
</tbody>
</table>

**Head Teacher**

**Regular Teachers (Doesn’t include Head Teacher)**

**Community/Part Time Teachers**

**Any other person(s) teaching in the school**

#### (V) Class Room Observations (Observe yourself! the class has many sections, choose any one)

<table>
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<tr>
<th>Are the children of this class sitting with children from any other class?</th>
<th>Yes ☐ No ☐</th>
<th>Yes ☐ No ☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, then with which class? (write)</td>
<td>Classroom</td>
<td>Verandah</td>
</tr>
<tr>
<td>Where were they seated (tick one)</td>
<td>Outdoor</td>
<td></td>
</tr>
</tbody>
</table>

### (III) School FUND Information (Ask Headmaster this section. If absent, indicate who answered the section)

<table>
<thead>
<tr>
<th>Who answered this section? (&lt;&lt;Tick relevant&gt;&gt; FY 2010</th>
<th>FY 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Master ☐ Teacher ☐ Other ☐</td>
<td>Yes ☐ No ☐ Yes ☐ No ☐</td>
</tr>
</tbody>
</table>

### (IV) Did you get any FUNDS from Government?

If yes, what was the amount of this FUND?

In which month was this FUND received?

Name of Department/Organization

#### (V) Facilities in the school (From Observation)

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<th>Total number of rooms in the school (count yourself).</th>
<th>Total number of rooms in the school being currently used by the children (count yourself).</th>
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**Tick where relevant**

Is there a drinking water facility for the children in the school?

If drinking facility available, was it useable?

Is there boundary wall/fence?

Is there a toilet / latrine for the children?

If there is a toilet/latrine, is it useable?

Does the school have any library books?

Could you see the library books?

Is there a playground in the school?

Is there a Science Laboratory?