

PRIVATE SCHOOL OBSERVATION SHEET

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/Block:			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	Class 1 to 8	Class 1 to 10	Others	Boys & Girls School	Boys Only School	Girls Only School				Day of visit _____		Departure Time _____		
Medium of School				English Medium	Urdu Medium	Pashto Medium	Sindhi Medium	Hafiz Quran+ General schooling	Other			Name of Surveyors (1)		
												Name of Surveyors (2)		

Any NGO/Foundation affiliated with School ? Yes No **If "Yes" mention name:** _____ **Since (Year)** _____

Does the school has special children enrolled ? Yes No **If yes, are there any special facilities for those children ?** _____

(I) Children's Enrollment & Attendance	Nursery/ LKG	Prep/ UKG	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7	Class 8	Class 9	Class 10	Total		
													Boys	Girls	
Children's enrollment <small>(Take from register yourself)</small>															
Children's attendance Today* (Head Count)															
School Fee (Per Month)															

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

Who answered this section? (✓Tick relevant) Head Master <input type="checkbox"/> Teacher <input type="checkbox"/> Other <input type="checkbox"/>	Jul 2013-Jun 2014		Jul 2014-till date	
	Yes	No	Yes	No
Did you get any FUNDS from Government/Private individuals/NGO?				
If Yes, what was the amount of this FUND (Annual) ?				
In which month was this FUND received?				
Name of Department/Organization				

*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) Class Room Observations
 (Observe yourself) If the class has many sections, choose any one.

Observe and tick the relevant box.	Class 2		Class 8	
	Yes	No	Yes	No
Are the children of this class sitting with children from any other class?				
If yes, then with which class? (write)				
Is there a useable blackboard/white board for this class?				
Did most of the children (75%) have reading textbooks? (Ask 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?				
Where were they seated (tick one)	Classroom			
	Verandah			
	Outdoor			

(III) Teachers	Number Appointed	Number Present Today (On the day of survey)	Number of teachers residents of THIS Village
Head Teacher			
Regular Teachers <small>(Doesn't include Head Teacher)</small>			
Community/ Part Time Teachers			

(IV) Comments

For more comments use the back side of the page.

(VI) No. of Qualified Teaching Staff

Education	Below Matric	Matric	FA/FSc	BA/BSc	MA/MSc	M.Phil	Other
	Professional	None	PTC	CT	B.Ed	M.Ed	Other

(VII) Facilities in the School (From Observation)

Total number of rooms in the school (count yourself).		
Total number of Class rooms in the school being currently used by the children (count yourself)		
Tick where relevant		Yes No
Is there a useable drinking water facility for the children in the school ?		
Is there complete boundary wall/fence?		
Is there a useable toilet / latrine for the children?		
Does the school have any library books?		
Could you see the library books?		
Is there a playground in the school?		
Does the school has an electricity connection?		
Is there a science laboratory?		
Is there a computer lab?		
Does the school have internet?		