APPENDIX - E

School Observation form

Name: ......................................... Locality: .................

A. Physical environment:

1. School area: fixed ............ not fixed........
2. School building: owned........ hired.............
3. Nature of the building: Permanent ....... temporary........
4. Play ground: available enough............. available
   but not enough.............
   Not available..........
5. Classroom space per student: ............... 
6. Cleanliness on the classroom: maintained....... not maintained....... 
7. Floor of the classes: muddy ............ concreted....... 
   brick paved........ matted........ 
8. Class furniture: available enough............. 
   available but not enough............. 
   not available .............
9. School office: maintained............. 
   not maintained.............
10. Library room: available......... not available........
11. Staff common room: maintained............. 
   not maintained.............
12. School compound: decorated....... clean............... 
   neglected.............

B. Educational Environment

1. Bulletin board: organized........ not organized........
2. Educative posters: postered........ not postered........
3. Play ground: managed........ not managed........
4. Library rooms:
well planned........... poorly planned...........
not planned...........

5. Cocurricular activity units:
organized........... not organized...........

6. Canteens:
available........... not available ...........

C. **Instructional Organisation**:

1. Class room organisation patterns:
grade pattern .......... 
multigrade pattern....... subject room pattern.........
Teacher room pattern........

1A: Teachers' assignments:
Subject teacher....... Grade teacher....... 
Multigrade teacher........ Mixed pattern........

2. Instructional calendars:
followed........... not followed........
school develops...... DEO office circulates........
individual teacher develops........

3. Teachers' work plans:
maintained........... not maintained.........

4. Library hour/self study hours:
scheduled............. 
not scheduled...........

5. Students' Clubs:
organized........... not organized...........

6. Academic calendar:
yearly............. half yearly............

7. Evaluation system:
zonal/district level.....external....... 
internal........... both............

8. Work load of individual teacher:
maximum period......... 
minimum periods.........

9. Nature of work load except teaching........

10. Do the teachers maintain progress log? yes...... no.....

11. Does the school organise the students' record
section?  Yes........... No............
12. Inter group co-curricular activities within the school: organized........ not organized........
13. Inter school co-curricular activities: participated........ not participated........
14. Does the school manage for students to listen the radio-school programme: Yes........ No........
15. Does the school report to parents the individual student's progress? Yes........ No........
16. Does the school organize PT meetings? Yes........ No........
17. Does the school library have enough reading literature? Yes........ No........
18. Does the school receive any educational magazine from any agencies free? Yes........ No........

School Community Relationship:
1. Does the school organize community services? Yes..... No.....
2. If it is yes: How many times a year.......?
   What kind of services: sanitary.................
   Health preventive propaganda.................
   Constructive works......................... Voluntary services
   at important occasions.....................
3. If no, what were the causes? lack of interest on the part of students........ lack of time........ lack of opportunity........ lack of incentive........
4. How is the life of the community around? Healthful........
   Unhealthful........ Cooperative to the school........
   unconcerned with the school........ responsive to the school's call for action........ unresponsive to the school's call for action........