Second-Visit School Questionnaire: Indonesia Survey

Instructions for Supervisors and Surveyors

This is the questionnaire for the second round of a survey of primary schools, carried out as part of a broader project on public service delivery in developing countries. There are 4 schedules to the second-round education survey, which are as follows:

1. Facility level schedule
2. Provider level schedule
3. Children/parental background module
4. Institutional questionnaire (at the National level)

The first 3 of these will be covered during the school survey, and the institutional questionnaire will be filled with a combination of interviews of government officials at various levels as well as local experts and NGOs. The schedules in this document include the facility (Booklet A) and teacher level (Booklet B) schedules and the children/parents module (Booklet C).

Overview:

The key thing to be careful about is the process of **data transfer** between the questionnaires for the first and second visit. The aims of the second visit are: to provide a second data point on teacher and student attendance, to provide a chance to interview teachers who were not there the first time, to collect certain facility level data a second time to ensure data integrity (since the second visit will be done by a different investigator, and collecting certain fields a second time will allow for a 100% data integrity verification with the first visit), to collect answers to any other questions that were not answered the first time, and finally to administer a brief test to a few randomly selected children in the 4th grade.

The envisaged procedure for data transfer is that at the end of the first round, all the data will be punched, and certain fields of information will be transferred from the questionnaire for the first visit to the questionnaire for the second visit. Specifically, these include details of the school name and address, and the individual level details of the teachers. The other information that will be transferred is whether or not certain teachers were unavailable the first time, and were hence not spoken to, as well as if any facility level information was not collected the first time. **These fields should be marked with an "X" in the Indicator column provided in this**

second visit questionnaire. There are some other fields that are pre-marked with an "X"; these are fields that should be collected in the second visit regardless of whether or not they were collected in the first visit.

Survey team logistics:

[Note to SMERU: Please revise this section as appropriate] In the second survey round, each district is covered by a team of 3 investigators – one SMERU researcher and two local researchers. Once the villages and PHC's are selected, a route map will be drawn up for the investigating team. One local researcher will cover a village (i.e., the schools within the village) in a day, while the other investigator covers a nearby PHC in the sample. The SMERU researcher will work with both local researchers, as appropriate; this is, he/she will generally help each of the local researchers begin the day's facility surveys, and will focus his/her efforts wherever it will maximize the team's productivity that day. The three investigators will meet in the evening, and go over each other's questionnaires, to check for coding errors and any other mistakes. In any case, this second visit will be made by a different team than the one that carried out the first visit, and they will have a separate booklet. In this second booklet, some fields are to be collected a second time to verify against the first visit (and thus provide a back-check for the investigators in each of the rounds), while other fields that were not collected the first time (most notably the parent and student information) will also be collected, in addition to the "second observation" of the key attendance variables.

Section 0: Village School Information

[NOTE: This information needs to be transferred from the first-visit questionnaire to the second-visit questionnaire to make sure that the correct school is visited during the second and third visits. This is important, since the visit will be conducted by a different investigator.]

Government Schools run by the Ministry of Education:

School code	School name	Selected for survey (1=yes, 2=no)
01		
02		
03		
04		

Other schools:

School code	School name	Type of school 1=Ministry of Religious Affairs school 2=Private non-religious school 3=Private religious school 9=Don't know	Selected for survey (1=yes, 2=no)
01			
02			
03			
04			
05			
06			
07			

Instructions for Field Supervisors and Surveyors

General notes: Please read the full questionnaire a few times and practice all the survey questions with your supervisor BEFORE your first interview, and if you have any doubts, please consult the supervisor BEFORE making the first field trip.

Please fill in most of the details in section Ia BEFORE reaching the school.

Section Ib is an "Initial Classroom Observation" section that is being used in a number of countries, depending on the school size and layout. This should be filled out to whatever extent is possible in Indonesia, by observing the school from outside (see section for more details), but before formally going to the school and requesting to meet the head teacher.

Upon arrival at the school, both surveyors should ask for the head-teacher/principal or whoever is officiating on his/her behalf. For instance, if the head-teacher is not there, the surveyors should ask for the deputy head. (Note: We will use the term "head-teacher" from here on)

The surveyors should introduce themselves as researchers studying education. A possible introduction could be as follows:

> *"Hello. We are visiting your school today as part of a research project to study education in Indonesia. A colleague of mine came here in November, and this is a follow-up visit for the same study, for which we have permission from the Ministry of Education (show permission slip– very important for credibility and co-operation). Your time and co-operation are most appreciated. No names will be revealed to anybody, and all specifics that would identify your particular school will be kept confidential. You are not required to participate in the study, but it will be very helpful if you do. We hope that this study will help to improve education in Indonesia. May we ask you a few follow-up questions and look around your school?"*

Try to strike a friendly tone with the principal/head-teacher – and you can let them know that the results of this study will hopefully be able to improve education in their country

Obtaining co-operation in public schools should not be a problem, because you should have the letter from the government requesting that head teachers cooperate with the survey team.

You may also have no problems with private schools, but in case you do (some may ask for a letter from their trustees), try to be non-confrontational. Say that you are there on behalf of the World Bank and have no connections with the government, and that the identity of the school will not be revealed in any of our reports.

Also note that some of the questions might not be applicable for private schools, in which case, just mark an N/A.

FILLING OUT THE SURVEY:

For most questions, you will see a table like this:

Number	**Question**	**Please record your answer here**	**Codes/Instructions**
11	Respondent's job	☐	1=Head-Teacher 2=Deputy Head-Teacher 3=Acting Head-Teacher 4=Senior Teacher 5=Other (specify) _____

To fill in the questionnaire, you should put the correct answer in the box in the column that says "Please record your answer here". For instance, if the respondent is a "Head-Teacher" you should enter "1" in the box provided.

Number	Question	Please record your answer here	Codes/Instructions
11	Respondent's job	1	1=Head-Teacher 2=Deputy Head-Teacher 3=Acting Head-Teacher 4=Senior Teacher 5=Other (specify) _____

Enter 1 here for Head-Teacher, 2 for Deputy Teacher etc.

In case there are questions you do not understand/are not sure about, please ask your supervisor for clarifications!

Please fill in the questionnaire directly on the form given to you: you do not need to make another copy for filling in, and you should feel free to erase/redo answers if necessary.

For missing values, fill in all boxes with 0s. When the answer is a "Don't Know/Can't Say", code the box with 9s (or 99 or 999 as may be applicable)

For all questions asking for a time, please use the normal 12-hour clock and circle AM or PM as relevant. **[NOTE TO SMERU: Did you change these all to 24-hour clock time? If so, please delete this instruction.]**

After meeting with the head teacher to fill in all the fields marked with an "X" in Booklet A (or simultaneously, if there are two surveyors), go to survey the teachers. The task of listing the teachers in the school (or of choosing a random sub-sample if there are more than 15) would have been finished during the first round itself, and so there is no need to repeat that procedure. However, for the teachers listed (those whose names have been transferred from the first-visit questionnaires), you should get the information in Section IIIa from the head teacher.

At this stage, if there are two surveyors, then Surveyor B should now go to verify physically which teachers are in school (because otherwise it will be possible for the head teacher to send someone to bring the other teachers to the school so that they are present by the time we do the detailed teacher interviews). So Surveyor B should tell the escort that he/she would like to see all of the teachers quickly, so that he can know who they are before returning to talk with them later.

[If there is only surveyor (as may be the case where schools are very small), then ignore the distinction, and fill all of booklet A first, before going on to complete Booklet B.]

Note that Surveyor B should obtain ALL the information for teachers who were not interviewed in the first round. He or she should also repeat a few basic questions (gender, year the respondent began teaching) of ALL the teachers, even those who have been interviewed in the first round, because this will effectively provide a 100% back-check on the quality of the fieldwork. (Remember that the second visit will be carried out by a different surveyor.)

IF A TEACHER IS NOT PRESENT when Surveyor B visits their classrooms, AND was also absent during the first visit (and as a result had not been spoken to) then SURVEYOR B SHOULD ASK THE HEADMASTER TO ANSWER THE QUESTIONS **(WHATEVER HE/SHE IS ABLE TO)** IN BOOKLET B, SECTION I ON BEHALF OF ALL ABSENT TEACHERS.

After Booklets A and B have been filled out, the instructions for how to obtain the parents information for a randomly selected sample of 4th grade kids and to conduct a simple test, have been provided at the end of this questionnaire, along with Booklet C.

Booklet A

Section Ia: Pre-Interview Data (Please record this section BEFORE reaching the school)

Indicator			**Only codes entered here**	**Code/Instructions**
X	1	Name of supervisor (for control purposes)		
X	2	Name of Senior Enumerator		
X	3	Name of Junior Enumerator		
X	4	Location of School: Province		
X	5	Location of School: District		
X	6	Location of School: Sub-district		
X	7	Location of School: Village/Town		
X	8	Visit Date	☐☐ Day ☐☐ Month ☐☐ Year	
X	9	Interview Day of the Week	☐	1=Monday, 2=Tuesday, …6=Saturday
X	10	Time at Start of Visit	☐☐ : ☐☐	To be filled in at the beginning of visit. Please use the 24 hour clock
X	11	Name of School		Fill before going to school
X	12	Address of School		Fill before reaching school and check with the head teacher

Section Ib: Initial School Observation Section[1]

This section is to be filled before even entering the school, and is meant especially for rural government primary schools, though it can also apply to rural private schools and urban government (municipal) schools. The idea is to observe teaching activity, as in many cases, teachers may be physically present in the school but not engaging in any teaching. Once you go and meet the head teacher, the news will spread quickly, and observations on teaching activity at that point will not be reliable. In areas where primary schools consist of only 2-3 classrooms, and where people walk near the school all the time, you should be able to observe the interiors of the classroom even before talking to the head teacher. Observe the activity discreetly before asking for the head teacher's office and note down the following details:

X	1	How many classrooms can you see in the school?	☐☐	Record the number
X	2	How many classrooms are you able to look inside and see what the teacher is doing (or see if there is no teacher)?	☐☐	Record the number
X	3	How many classrooms have no teacher inside them?	☐☐	Record the number. If the teacher is standing outside the class doing something else, then treat it as if the teacher IS in the classroom, but in the section below, he/she will be recorded as not engaged in teaching activity. If one teacher seems to be minding two classrooms, record one classroom as having a teacher, and the other one as not having any.
X	4	How many classrooms have a teacher who is engaged in teaching activity?	☐☐	Teaching activity is defined as any of the following: Writing on the blackboard, reading from a textbook, explaining something in front of the class, or supervising student's oral or written work. The following activities DO NOT count as teaching activity: Doing any other work in the classroom (reading, knitting, sleeping etc.) while the students are given work, standing outside the class talking to other teachers, while students are given work, and any other activity while students are given work to do

[1] Note that observing the classroom before beginning the 'visit' might not be possible in Indonesia; pilots show that it will be feasible in India

X	5	Are there more than 10 children playing or hanging out outside classrooms, unattended and not doing any work?	☐	1=Yes (including sport outside classroom) 2=No 3=School rest time (recess) 4=Outside-the-classroom learning activities If answer is 1, please continue to Question 6 If answer is 2, 3, or 4, please skip to next section [Note to SMERU: I didn't quite understand these options. Are 3 and 4 supposed to be "Yes" answers, but with elaboration? If we're going to get more specific than Yes/No (as we did in the first round), maybe we should do so in such a way as to allow us to distinguish planned from unplanned time outside the classroom. We could perhaps do this by adding a question 6, such as:]
X	6	[If the answer to 5 was "1":] From what you can tell through your observation, is this an organized sport/physical education period, or is it unsupervised outdoor play?	☐	1=Organized sport/physical education period 2=Unsupervised outdoor play, but not during a scheduled recess

Section Ic: Initial School Data

At this time, you should go to the school and introduce yourselves as researchers studying education. A possible introduction could be as follows:

> *"Hello. We are visiting your school today as part of a research project to study education in Indonesia. A colleague of mine came here in November, and this is a follow-up visit for the same study, for which we have permission from the Ministry of Education (show permission slip– very important for credibility and co-operation). Your time and co-operation is most appreciated. No names will be revealed to anybody, and all specifics that would identify your particular school will be kept confidential. You are not required to participate in the study, but it will be very helpful if you do. We hope that this study will help to improve education in Indonesia. May we ask you a few follow-up questions and look around your school?"*

Try to strike a friendly tone with the principal/head-teacher – and try to give them the sense that they can benefit from being cooperative.

X	1	Name of Primary Respondent		This should be either the principal or acting principal or a senior teacher. If the head teacher is not available, and any section is incomplete, then move to the teacher section and complete the unfilled sections with the head teacher in the second visit
X	2	Respondent's job title	☐ _____	1=Principal/Head Teacher 2=Deputy/Asst. Principal/Head Teacher 3=Acting Principal/Head Teacher 4=Teacher/Asst. Teacher 5=Temporary/Probationary Teacher 6=Volunteer Teacher 7=Other (specify)
X	3	If the head teacher is not there, please record his/her **STATUS** today	☐☐ _____	1=Official teaching related duty (training, meetings, etc) 2=Official non-teaching duty (census, elections, voter registration, health campaign etc.) 3=Assigned elsewhere/transferred 4=Works in a different shift 5=Authorized time-off (personal day, vacation) 6=Expected to arrive later/Not here yet 7=Left early 8=Sick 9=Don't know 10=Suspended 11=Post of head teacher is vacant 12=Other – please specify
	4	If the post of head teacher is vacant, since when has this post been vacant?[2]	☐☐Day ☐☐ Month ☐☐ Year	Record the date as accurately as possible. Fill in the month and the year, if the day is not available
	5	What year did you start working at this school?	☐☐☐☐	Enter the year he/she started at the school - regardless of post and whether he/she has been promoted since that
	6	What year did you get promoted to your current post?	☐☐☐☐	Enter the year
	7	What year did you begin teaching?	☐☐☐☐	Enter the year *[NOTE TO SMERU: in 1st round, the instruction here incorrectly said "enter the number of years"; which did you collect?]*

[2] Please note that question 4 from the previous version has been deleted.

X	8	In what year was this school established?	☐☐☐☐	Enter the year 9999=Don't Know
X	9	What kind of school is this?	☐ _____	1=Government run regular school 2=Government run alternate/non-formal school 3=Private (including those run by charitable trusts), but government aided 4=Private, recognized but not aided 5=Private, unrecognized 6=Run by a religious group/NGO, but aided 7=Run by a religious group/NGO, but not aided 8=Other – please specify
X	10	School Phone Number: Head Teacher Contact/Mobile Number:	☐☐☐☐☐☐☐☐☐☐☐☐ ☐☐☐☐☐☐☐☐☐☐☐☐	City Code and Phone Number. Please leave a space between the city code and the phone number

Section IIa: School Schedule (First shift[3])

Indic	**Grades** What grades are in this school? 1=1st grade, 2=2nd grade, up to a maximum of 6th	**Section/Divisions** How many sections/ divisions are there in this grade? Please fill "0" if the grade does not exist	**Start Time** At what time does this grade start classes for the day? (Use the 24-hour clock)	**End Time** At what time does this grade end classes for the day? (Use the 24-hour clock)	**What is the total number of pupils in each grade?** Enter the number in the first 3 boxes, and in the 4th box enter "E" if the number was provided as an estimate by the head teacher, and "A" if the number was an actual number from a school register	**What is the total number of GIRL pupils in each grade?** Enter the number in the first 3 boxes, and in the 4th box enter "E" if the number was provided as an estimate by the head teacher, and "A" if the number was an actual number from a school register. If this number is not easily available, ask for the approximate percentage of girls, and fill that in the last 2 boxes, and leave the first 4 boxes blank
	1		:	:		%
	2		:	:		%
	3		:	:		%
	4		:	:		%
	5		:	:		%
	6		:	:		%

Comment [KM1]: While this might seem like a difficult question to ask, in India it is not too difficult, because government schools highlight the names of girls in a different color and the names only have to be counted. If it is difficult or too time-consuming in your country, feel free to not ask it because we don't want the questionnaire to be too long

[3] In India, it is very rare for the same grade to be in different shifts – more likely that the shifts will be by grade, in which case the information for ALL the grades will be on this page, even if the school itself runs in two shifts. However, in some countries, there are different shifts for the SAME GRADE (say separated by boys and girls) – in this case, use this page for the first shift and the next page for the second shift and record the pupil numbers and gender split for each shift separately.

Section IIa: School Schedule (Second shift)

	Grades What grades are in this school? 1=1st grade, 2=2nd grade, up to a maximum of 6th	**Section/Divisions** How many sections/ divisions are there in this grade? Please fill "0" if the grade does not exist	**Start Time** At what time does this grade start classes for the day? (Use the 24 - hour clock)	**End Time** At what time does this grade end classes for the day? (Use the 24-hour clock)	**What is the total number of pupils in each grade?** Enter the number in the first 3 boxes, and in the 4th box enter "E" if the number was provided as an estimate by the head teacher, and "A" if the number was an actual number from a school register	**What is the total number of GIRL pupils in each grade?** Enter the number in the first 3 boxes, and in the 4th box enter "E" if the number was provided as an estimate by the head teacher, and "A" if the number was an actual number from a school register. If this number is not easily available, ask for the approximate percentage of girls, and fill that in the last 2 boxes, and leave the first 4 boxes blank
	1		:	:		%
	2		:	:		%
	3		:	:		%
	4		:	:		%
	5		:	:		%
	6		:	:		%

Comment [KM2]: While this might seem like a difficult question to ask, in India it is not too difficult, because government schools highlight the names of girls in a different color and the names only have to be counted. If it is difficult or too time-consuming in your country, feel free to not ask it because we don't want the questionnaire to be too long

Section IIb: Basic School Characteristics

Ind	E or A		Question	Answer	Code/Instructions
		1	What are the main languages of instruction (mediums) in your school?	1) ☐☐_____ 2) ☐☐_____ 3) ☐☐_____	Please enter the most common language of instruction first and then the next 2 most common languages
		2	In which standard do the children in your school start studying English as a subject?	☐☐	Applicable ONLY to the cases where the medium of instruction is NOT English
X	☐	3	What is the total number of pupils who took the 6th grade Primary Leaving Examination (PLE) last year?	☐☐☐	Use the figures for the 2001-2002 academic year
X		4	Was this a board exam or an internal school exam?	☐	1=Board Exam 2=Internal School Exam
X	☐	5	Total number of pupils who passed the 6th grade PLE last year in the first attempt (no supplementary papers)	☐☐☐	Use the figures for the 2001-2002 academic year
X	☐	6	How many pupils among those who passed had an aggregate percentage above each of the following cut-offs.[4]	First Class (60% and over): ☐☐☐ Second Class (45-59%): ☐☐☐ Third Class (Less than 45%): ☐☐☐	Total of the three entries in this question should add up to the number in question 5.
X		7	How many teachers do you have in this school (All grades from 1st to 6th grade- and including all categories of teachers such as permanent, probationary, part-timer, volunteer, etc.)?	Total number of teachers: ☐☐	Record the number of teachers.

Comment [KM3]: The point here is to get at "quality" of schooling achievement. In the Indian context, this is often meaningless because there are very states with a meaningful standardized exam before grade 10, and it is quite normal for "automatic" promotion in the lower grades regardless of performance – especially in government schools. However, to the extent that more meaningful measures of performance exist in other countries, country directors should feel free to include these sections.

[4] [Note to SMERU: What did we decide about this question? What was the best way of getting at the question of pupil achievement, and what did you ask in the first round? Can we revise and re-ask this question?] The point here is to get at "quality" of schooling achievement. In the Indian context, this is often meaningless because there are very few states with a meaningful standardized exam before grade 10, and it is quite normal for "automatic" promotion in the lower grades regardless of performance – especially in government schools. However, to the extent that more meaningful measures of performance exist in other countries, country directors should feel free to include these sections.

X		8	How many sanctioned teaching positions do you have in this school (again, counting all grades from 1st to 6th grade– and including all categories of teachers such as permanent, probationary, part-timer, volunteer, etc.)? [That is, how many teachers are you officially supposed to have in this school?]	Total number of teaching positions: ☐☐	Record the number of teaching positions that this school is supposed to have filled (according to law or policy).
		8	How are teachers' salaries paid to them?	☐_____	1=Check is mailed to them 2=Direct deposit into bank 3=They pick up a check from the DEO (Principal/Management if private school) 4=They pick up cash from the DEO (Principal/Management if private school) 5=Other – please specify
		9	Do you practice any multi-grade teaching (i.e. teaching more than one grade in the same classroom)?	☐	1=Yes 2=No If "Yes" answer question 11, otherwise skip to next section
X		10	Which of the following grades are taught together in the same classroom?	1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th ☐	Fill "0" against any grade/standard which is not covered in the school. Then start from the lowest grade that is in the school and fill "1" and keep on filling "1" for every grade that is taught in that classroom, and then fill "2" for the lowest grade in the next classroom, and keep filling "2" for every grade that is in the second classroom and so on, till all the grades are covered.

Section III: Teacher Information[5]

The names of all the teachers in the school should have been transferred from the first visit and since we are only concerned with those teachers, there is no need for the random number table in this case. THIS ENTIRE SECTION IS MANDATORY FOR EVERY VISIT (hence the "X" marks in front of each teacher)

Comment [KM4]: Note that the team structure in India has teams consisting of a single investigator only (because most government primary schools have only 2-3 teachers), but in other countries, where there are 2 investigator teams, you should feel free to move this section further up, so that the second investigator can get started on the teacher section as soon as possible.

[5] Note that the team structure in India has teams consisting of a single investigator only (because most government primary schools have only 2-3 teachers), but in other countries, where there are 2 investigator teams, you should feel free to move this section further up, so that the second investigator can get started on the teacher section as soon as possible.

Section IIIa: Teacher Information

Indicator	2.Teacher Code	3. Surname of teacher (remember to include the head teacher unless his/her role is purely administrative) Full name	4. First name of teacher	5. What is the rank/position of this teacher? 1=Head Teacher 2=Deputy/ Asst. Head Teacher 3=Permanent Teacher 4=Contract Teacher 5=Temporary/ Probationary Teacher 6=Volunteer Teacher 7= Honorary Teacher 8=Other (specify) 9=Don't Know	6. Does this teacher work full-time or part-time? 1=Full-time 2=Part-time 3=Other 9=Don't Know Full time is defined as a 6 hour day or more. Part time is less than that.	7. Is this teacher in the school right now? 1=Yes 2=No 9=Don't Know **If "Yes" answer the next question and skip to section IVa.** **If "No" complete the rest of this section**	8. Did this teacher sign the attendance log book/register today? 1=Yes 2=No 3=No attendance register exists 9=Don't know You may need to ask to see the book[6]
X	01			☐ _____	☐	☐	☐
X	02			☐ _____	☐	☐	☐
X	03			☐ _____	☐	☐	☐
X	04			☐ _____	☐	☐	☐
X	05			☐ _____	☐	☐	☐
X	06			☐ _____	☐	☐	☐
X	07			☐ _____	☐	☐	☐
X	08			☐ _____	☐	☐	☐
X	09			☐ _____	☐	☐	☐

[6] This is a potentially sensitive question, and if pre-testing in your country suggests that asking this question could make the respondents hostile, feel free to cut it.

Indicator	2.Teacher Code	3. Surname of teacher (remember to include the head teacher unless his/her role is purely administrative) Full name	4. First name of teacher	5. What is the rank/position of this teacher? 1=Head Teacher 2=Deputy/ Asst. Head Teacher 3=Permanent Teacher 4=Contract Teacher 5=Temporary/ Probationary Teacher 6=Volunteer Teacher 7= Honorary Teacher 8=Other (specify) 9=Don't Know	6. Does this teacher work full-time or part-time? 1=Full-time 2=Part-time 3=Other 9=Don't Know Full time is defined as a 6 hour day or more. Part time is less than that.	7. Is this teacher in the school right now? 1=Yes 2=No 9=Don't Know **If "Yes" answer the next question and skip to section IVa.** **If "No" complete the rest of this section**	8. Did this teacher sign the attendance log book/register today? 1=Yes 2=No 3=No attendance register exists 9=Don't know You may need to ask to see the book[6]
X	10			☐ _____	☐	☐	☐
X	11			☐ _____	☐	☐	☐
X	12			☐ _____	☐	☐	☐
X	13			☐ _____	☐	☐	☐
X	14			☐ _____	☐	☐	☐
X	15			☐ _____	☐	☐	☐

Section IIIb: Teacher Information continued…(please use the same name and codes as in the above section)

	Teacher Code	9. If the teacher is not in the school, what is her/her official status today? 1=Official teaching related duty (training, meetings, collecting teaching supplies etc) 2=Official non-teaching duty (census, elections, voter registration, health campaign etc.) 3=Assigned elsewhere/transferred 4= Sick 5= Works in a different shift 6=Authorized leave (personal day, wedding, funeral, vacation)[7] 7=Expected to arrive later/Not arrived yet 8=Left early 9=Don't know 10=Unauthorized absence 11=Suspended 12=Other – please specify	10. If the reason given in Q.9 is (1), then please specify what the official teaching related duty is: 1=Attending a meeting (specify with who the meeting is) 2=Attending training (specify place where the training is) 3=Attending a conference (specify location) 4=Collecting teaching supplies (from where) 5=Other (please specify) **Go to Question 18**	11. If the reason given in Q.9 is (2), then please specify what the official non-teaching duty is: 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify) **Go to Question 18**	12. If the reason given in Q.9 is (3), then how long ago was this teacher reassigned/ transferred? Enter in days **Go to Question 18**	13. If the reason given in Q.9 is (4), is this teacher frequently ill? Frequently ill is defined as falling sick once a month or more on average 1=Yes 2=No 3=Don't know	14. Has this teacher ever applied for extended sick leave (2 weeks or more) in the past year? 1=Yes 2=No 3=Don't know **Go to Question 18**
X	01	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	02	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	03	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	04	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	05	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	06	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	07	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	08	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐

[7] You may often get the reason first and not whether it was authorized or not. So if the reason for absence is such that could be foreseen, you will need to follow up to ask if the absence was authorized, and then code "6" here accordingly

	Teacher Code	9. If the teacher is not in the school, what is her/her official status today? 1=Official teaching related duty (training, meetings, collecting teaching supplies etc) 2=Official non-teaching duty (census, elections, voter registration, health campaign etc.) 3=Assigned elsewhere/transferred 4= Sick 5= Works in a different shift 6=Authorized leave (personal day, wedding, funeral, vacation)[7] 7=Expected to arrive later/Not arrived yet 8=Left early 9=Don't know 10=Unauthorized absence 11=Suspended 12=Other – please specify	10. If the reason given in Q.9 is (1), then please specify what the official teaching related duty is: 1=Attending a meeting (specify with who the meeting is) 2=Attending training (specify place where the training is) 3=Attending a conference (specify location) 4=Collecting teaching supplies (from where) 5=Other (please specify) **Go to Question 18**	11. If the reason given in Q.9 is (2), then please specify what the official non-teaching duty is: 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify) **Go to Question 18**	12. If the reason given in Q.9 is (3), then how long ago was this teacher reassigned/ transferred? Enter in days **Go to Question 18**	13. If the reason given in Q.9 is (4), is this teacher frequently ill? Frequently ill is defined as falling sick once a month or more on average 1=Yes 2=No 3=Don't know	14. Has this teacher ever applied for extended sick leave (2 weeks or more) in the past year? 1=Yes 2=No 3=Don't know **Go to Question 18**
X	09	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	10	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	11	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	12	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	13	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	14	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐
X	15	☐☐ _____	☐ _____	☐ _____	☐☐☐	☐	☐

Section IIIc: Teacher Information continued…(please use the same name and codes as in the above section)

	Teacher Code	15. If the reason given in Q.9 is (5), then please specify what hours this employee usually works? Round to whole hours and record using the 24 hour clock. **Go to Question 19**	16. If the reason given in Q.9 is (6), then please specify what the leave was requested for? 1=Vacation 2=Attending a wedding 3=Attending a funeral 4=Taking care of a sick relative 5=Casual leave 6=Other personal reasons (please specify) 9=Don't know	17. Do you have a formal application for this leave? 1=No documentation available 2=Documents claimed to exist, but not verifiable 3=Documents verified by investigator (letter applying for leave etc. that has been approved by head teacher) Go to Question 18	18. If the reason given in Q.9 is (7, 8, or 10), then why is he/she is not here right now? 1=Public transport often gets delayed/had to leave early to catch the public transport 2=Had to go and see a doctor 3=Attending a wedding 4=Attending a funeral 5=Taking care of a sick relative 6=Other personal reasons (please specify) 9=Don't know **Go to Question 18**	19. If teacher is absent (as opposed to left early/expected to arrive later), how long has he/she been absent for the reason in the first column? Record number of days absent/leave 1=1 Day 2=2 Days and so on 999=Don't Know	20. How long is he/she expected to continue being absent for the same reason? Record number of days of expected absence/leave. Approximations are acceptable. 1=1 Day 2=2 Days and so on 999=Don't Know
X	01	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	02	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	03	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	04	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	05	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	06	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	07	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	08	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	09	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	10	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐

	Teacher Code	**15. If the reason given in Q.9 is (5), then please specify what hours this employee usually works?** Round to whole hours and record using the 24 hour clock. **Go to Question 19**	**16. If the reason given in Q.9 is (6), then please specify what the leave was requested for?** 1=Vacation 2=Attending a wedding 3=Attending a funeral 4=Taking care of a sick relative 5=Casual leave 6=Other personal reasons (please specify) 9=Don't know	**17. Do you have a formal application for this leave?** **1=No documentation available** **2=Documents claimed to exist, but not verifiable** **3=Documents verified by investigator (letter applying for leave etc. that has been approved by head teacher)** Go to Question 18	**18. If the reason given in Q.9 is (7, 8, or 10), then why is he/she is not here right now?** 1=Public transport often gets delayed/had to leave early to catch the public transport 2=Had to go and see a doctor 3=Attending a wedding 4=Attending a funeral 5=Taking care of a sick relative 6=Other personal reasons (please specify) 9=Don't know **Go to Question 18**	**19. If teacher is absent (as opposed to left early/expected to arrive later), how long has he/she been absent for the reason in the first column?** Record number of days absent/leave 1=1 Day 2=2 Days and so on 999=Don't Know	**20. How long is he/she expected to continue being absent for the same reason?** Record number of days of expected absence/leave. Approximations are acceptable. 1=1 Day 2=2 Days and so on 999=Don't Know
X	11	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	12	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	13	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	14	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐
X	15	☐☐ to ☐☐	☐_____	☐	☐_____	☐☐☐	☐☐☐

Section IVa: Further school characteristics: Accessibility

Indicator		**How far from the school are each of the following?**	1=Within the school boundaries 2=less than 100 metres 3=less than 1 km 4=between 1 and 5 km 5=between 5 and 15 km 6=between 15 and 25 km 7=between 25 and 100 km 8=more than 100 km 9=Don't know
	1	Closest Paved (Asphalt) Road	☐
	2	Closest Government Health Care Center/Clinic (PHC, CHC, Sub-center)	☐
	3	Closest Private Health Care Center/Clinic	☐
	4	Closest Hospital (Defined as any place with in-patient facilities – could be the PHC/CHC)	☐
	5	Closest Bus Stop/Place where people commonly board a bus.	☐
	6	Closest Train Station	☐
	7	Closest Airport	☐
	8	Closest Publicly Accessible Telephone	☐
	9	Closest Bank	☐
	10	Closest Post office	☐
	11	Closest Market	☐
	12	Closest Education ministry office (such as a cluster resource center, BEO, or DEO)	☐
	13	Closest College/University	☐
	14	Closest Movie Theatre	☐

Section IVb: Further school characteristics: Facilities

Ind	Number	Item	**Is this item available in the school?** 1=Yes 2=No	**How many are available?** (where applicable)	**Is this item currently functional?** (Record the number that are functioning, where a number was recorded in the previous column, i.e. where there are 2 boxes. If there is one box, record Yes/No) 1=Yes 2=No	**Was the functioning/availability confirmed by the investigator?** (these need not all be confirmed while talking to the headmaster – they can be confirmed later) 1=Yes 2=No 3=Unable to observe	**Has this item been used in the past one week?** 1=Yes 2=No
X	1	Covered Classrooms	☐	☐☐	☐☐	☐	☐
X	2	Classrooms with non-dirt floors (concrete, brick)	☐	☐☐	☐☐	☐	☐
X	3	Classrooms with mats for the children to sit on	☐	☐☐	☐☐	☐	☐
X	4	Blackboards	☐	☐☐	☐☐	☐	☐
X	5	Chalk for each blackboard	☐		☐	☐	☐
X	6	Toilet	☐	☐☐	☐☐	☐	☐
X	7	Drinking Water	☐		☐	☐	☐
X	8	Electricity	☐		☐	☐	☐
	9	Electric Lights	☐	☐☐	☐☐	☐	☐

	10	Electric Fans	☐	☐☐	☐☐	☐	☐
	11	Playground	☐		☐	☐	☐
	12	Library	☐		☐	☐	☐
	13	Maps and charts	☐	☐☐	☐☐	☐	☐
	14	Toys and Games	☐		☐	☐	☐
	15	Musical Instruments	☐	☐☐	☐	☐	☐
X	16	Computers	☐	☐☐	☐	☐	☐
X	17	Office for head teacher and school records	☐		☐	☐	☐
X	18	Staff room for teachers (other than the office above)	☐		☐	☐	☐

Section IVc Further school characteristics: Languages

Indic			First language	Second language	Third language
	1	What are the three most common languages pupils speak as their mother language at home? (Code later)	☐☐ _____	☐☐ _____	☐☐ _____
	2	Approximately what percentage of pupils in this school speak each of these languages as their mother language?	☐☐☐	☐☐☐	☐☐☐

Section Va: Support, Supervision and Parental Involvement

Indic	Number	Question	Answer	Code/Instructions
X	1	When was the last time an inspector/official came to your school from the Education Ministry?	_____ ☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never 9=Don't know
X	2	The last time an inspector/official came to your school, how long did he/she stay?	☐	1=less than 30 minutes 2=30 minutes – 1 hour 3=1-3 hours 4=more than 3 hours 5=Inspector never has come 9=Don't know
	3	When was the last time before that where an inspector/official came to your school from the Ministry of Education?	_____ ☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
	4	When an inspector comes to the school, do you feel nervous[8]? (Fill in the reasons for the feeling as well)	☐ _____	1=Very nervous 2=Slightly nervous 3=Not really nervous 4=Don't feel nervous at all 9=Don't know
X	5	When was the last time someone from the Education Ministry visited for your school for educational purposes such as training teachers, or providing new educational materials (it is okay if this was combined with an inspection)?	_____ ☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never

Comment [KM5]: This is a tricky question to ask, and the investigators need to be trained properly here – because the objective is to find out if the inspection system has teeth. If they are very nervous, they might be being harassed, but if they are not nervous at all, then they probably know that they are safe even if the inspector files an adverse report

[8] This is a tricky question to ask, and the investigators need to be trained properly here – because the objective is to find out if the inspection system has teeth. If they are very nervous, they might be being harassed, but if they are not nervous at all, then they probably know that they are safe even if the inspector files an adverse report

Indic	Number	Question	Answer	Code/Instructions
	6	When was the last time you (or any other teacher) visited a Ministry of Education Office (such as a teacher resource center or district education office) on official work?	_____ ☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
X	7	When was the time before that when you (or any other teacher visited a Ministry of Education Office (such as the district educational office) on official work?	_____ ☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
X	8	Is there a PTA or PTC (Parent Teacher Association/ Council) or VEC (Village Education Committee) in this school?	PTA/PTC: ☐	1=Yes 2=No – **go to question 11**
X	9	When was the last time that the board of the PTA/VEC met?	PTA/PTC: ☐ _____	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
	10	When was the time before that where the board of the PTA/VEC met?	PTA/PTC: ☐ _____	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
X	11	When was the last time that you called for a meeting of all the parents of the school with the teachers?	☐ _____	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never

Indic	Number	Question	Answer	Code/Instructions
	12	When was the time before that you called for a meeting of all the parents of the school with the teachers?	☐ _____	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
	13	Are there any written records/minutes of the PTA meetings?	☐	1=Yes 2=No 3=Sometimes
	14	Do subsequent meetings refer to the issues raised in previous meetings and discuss the actions taken with regard to those issues?	☐	1=Yes 2=No 3=Sometimes
	15	Do you think the PTA/VEC is helpful to the parents?	☐	1=Helpful 2=Unhelpful 3=No Difference
	16	Do you think the PTA/VEC is helpful to the teachers?	☐	1=Helpful 2=Unhelpful 3=No Difference
X	17	Do the teachers have full staff meetings to discuss educational goals and strategies to achieve these goals?	☐	1=Yes 2=No
X	18	When was the last time such a full staff meeting was held?	☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never
	19	Are there any local/district/state level methods of recognizing good teachers – with any kind of recognition or award?	☐	1=Yes 2=No

Indic	Number	Question	Answer	Code/Instructions
	20	Has anyone in this school ever won such an award or recognition for his/her contribution towards education? This could be a formal state award or an informal locally organized felicitation.	☐	1=Yes, received an official award 2=Yes, received community recognition at an event 3=No
	21	Does the government provide the school with any discretionary funds to spend on school facilities or teaching aids?	☐	1=Yes, have received some funds 2=Yes, but have not received any funds 3=No 9=Don't know
	22	If yes, how much money is provided per year?	☐☐☐☐☐☐☐☐	Record in Rupiah per year
	23	Of the amount in Q. 23, how much came from the Central government?	☐☐☐☐☐☐☐☐	Record in Rupiah per year
	24	Of the amount in Q. 23, how much came from the Provincial government?	☐☐☐☐☐☐☐☐	Record in Rupiah per year
	25	Of the amount in Q. 23, how much came from the Kabupaten government?	☐☐☐☐☐☐☐☐	Record in Rupiah per year
	26	What have you spent this money for this year? (Don't prompt)	☐, ☐, ☐, ☐ _____	1=Repairing school building 2=Buying furnishing items (desks, chairs, mats etc.) 3=Buying teaching aids (maps, charts, etc.) 4=Buying textbooks/notebooks for children 5=Providing scholarships/assistance to needy children 6=Others – please specify
	27	Has the PTA/VEC provided any funds to the school in the past year?	☐	1=Yes 2=No
	28	If yes, how much money was provided this year?	☐☐☐☐☐☐☐☐	Record in Rupees

Indic	Number	Question	Answer	Code/Instructions
	29	What have you spent this money for this year? (Don't prompt)	☐, ☐, ☐, ☐ _____	1=Repairing school building 2=Buying furnishing items (desks, chairs, mats etc.) 3=Buying teaching aids (maps, charts, etc.) 4=Buying textbooks/notebooks for children 5=Providing scholarships/assistance to needy children 6=Others – please specify
X	30	When was the last time that the teachers in your school socialized with each other outside of school hours, gathering for a meal or party for example?	☐	Record exact date unless this is not available 1=this month 2=last month 3=in the last six months 4=in the last year 5=more than one year ago 6=Never

Section Vb: Support, Supervision and Parental Involvement, continued

Indic	Number	Question	Answer	Code/Instructions
		In the past year, have the parents of children in the school provided any of the following kinds of support?	1=Yes 2=No 9=Don't know	**If yes, what is the estimated value of this type of help provided by parents in the last year?** Record amount in rupiahs
	1	Manual Labor for Construction	☐	☐☐☐☐☐☐☐☐
	2	Material for construction or other uses for the school	☐	☐☐☐☐☐☐☐☐
	3	Allowed use of personal facilities (vehicle, house, etc.) for school purposes	☐	☐☐☐☐☐☐☐☐
	3	Cash contributions for special projects other than school fees	☐	☐☐☐☐☐☐☐☐
	4	Meeting/ speaking with government leaders to help solve problems of the school	☐	

Section VI: Receipt of Funds from Parents

"I would now like to ask you a few questions about the funding of your school"

Indicator		**Does your school or school committee charge this fee?** 1=Yes 2=No	**How much is this school fee (for a student in 6th grade)?**	**What period did these school fees cover?** 1= Month 2= 3 months 3= 6 months (term) 4= Year 5=One time 6=4 months	**Is this fee assessed per child or per family?** 1=per child 2=per family 3=other (specify)	**Approximately what percentage of students are not able to (and therefore don't) pay these fees?**
X	1. School fees / tuition	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	2. PTA fee	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	3. Activity fee (e.g., sports, extracurricular activities)	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	4. Uniform clothes	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	5. Exam fees	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %

Indicator		**Does your school or school committee charge this fee?** 1=Yes 2=No	**How much is this school fee (for a student in 6th grade)?**	**What period did these school fees cover?** 1= Month 2= 3 months 3= 6 months (term) 4= Year 5=One time 6=4 months	**Is this fee assessed per child or per family?** 1=per child 2=per family 3=other (specify)	**Approximately what percentage of students are not able to (and therefore don't) pay these fees?**
X	6. Meal fees	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	7. Computer Fees	☐	☐☐☐☐.☐☐	☐	☐ _____	☐☐ %
X	8. Any other fees (specify) _____ _____	☐ ☐	☐☐☐☐.☐☐ ☐☐☐☐.☐☐	☐ ☐	☐ _____ ☐ _____	☐☐ % ☐☐ %

Section VIIa: Headmaster Responses: Actions taken

Indic		**Action**	**In your experience as a Head Teacher, have you ever had a case where the following ACTION WAS TAKEN against a teacher in your school** 1=Yes 2=No	**<u>If Yes:</u> What caused this take to be taken?** 1=**Repeated late coming/early leaving** 2=**Repeated absence** 3=Inability to control the class and/or teach properly 4=Beating of students 5=Improper behavior (being drunk, smoking/chewing pan in class etc.) 6=Cheating (leaking exam papers etc.) 7=Financial impropriety 8=Sexual/Physical abuse of students 9=Others – Please specify	**Do you know of any cases in this district where any of these actions WAS taken in the period that you have been here as the head teacher?** 1=Yes 2=No	**<u>If Yes:</u> What caused them to take this action in the MOST RECENT CASE where this action was taken?** Use the same codes as in 2 columns ago
	1	A teacher has been dismissed	☐	☐ _____	☐	☐ _____
	2	A teacher has been suspended	☐	☐ _____	☐	☐ _____
	3	A teacher has been transferred	☐	☐ _____	☐	☐ _____
	4	A teacher's salary payment/increment have been stopped/suspended	☐	☐ _____	☐	☐ _____
	5	A teacher has been given a written warning, or a note was made in the CR (Confidential Report)	☐	☐ _____	☐	☐ _____
	6	A teacher has been issued a verbal warning (no written remark in CR)	☐	☐ _____	☐	☐ _____

X		**Time Now:**	☐☐ : ☐☐	Use the 24 hour clock.

Booklet B

Section Ia: Teacher Survey (Basic Demographics) Again, the names of all the teachers should have been filled out from the first visit. Here the indicator will show whether the teacher has been interviewed in a previous visit. If the teacher has NOT been interviewed (this will be indicated by an "X") then ask him/her all the questions in Booklet B. If the teacher HAS been interviewed, then ask him/her all the questions in Section Ia and the first two questions in Section Ib (as a quality check).

Section Ia: Teacher Survey (Basic Demographics)

Indic	Teacher code	Time Now[9]	Surname of teacher[10] / Full name	First name of teacher	Gender 1=Male 2=Female	Where is the teacher when you find him/her? 1=In the classroom teaching 2=In the classroom, but not teaching (use definitions of teaching and not teaching from section I b) 3=Out of class, on a scheduled break 4=Out of class, but in school 5=Doing administrative work 6=Can't find the teacher/absent 7=Accompanying surveyor 8=In school, after school hour 9=Outside school, after school hour 10=Outside school in school hour 11=Others (specify)	What grades are in the classroom? (If teacher is in a classroom, otherwise leave blank) If only one grade, fill it in the first box. If there are more than one grades in the class, start from the lowest grade and fill in ascending order
	01	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐
	02	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐
	03	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐

[9] Note to SMERU: In Peru and Ecuador, we've clarified this by entering the time and teaching attendance/activity twice: (i) once when the surveyor does the quick circuit of classrooms to check on attendance; and (ii) a second time when he/she returns to do the interviews. This allows us to distinguish types of absence; it may be that the teacher was present as he/she was supposed to be when you did the attendance check, but then was absent when you finally returned to interview him or her (which could even be after school hours). I think we should make the same change here, but let's discuss.

[10] If necessary to secure co-operation, you can assure the teachers that the name of the teacher is used only for verification purposes and will be deleted from the final data to protect confidentiality.

Indic	Teacher code	Time Now[9]	Surname of teacher[10] / Full name	First name of teacher	Gender 1=Male 2=Female	Where is the teacher when you find him/her? 1=In the classroom teaching 2=In the classroom, but not teaching (use definitions of teaching and not teaching from section I b) 3=Out of class, on a scheduled break 4=Out of class, but in school 5=Doing administrative work 6=Can't find the teacher/absent 7=Accompanying surveyor 8=In school, after school hour 9=Outside school, after school hour 10=Outside school in school hour 11=Others (specify)	What grades are in the classroom? (If teacher is in a classroom, otherwise leave blank) If only one grade, fill it in the first box. If there are more than one grades in the class, start from the lowest grade and fill in ascending order
	04	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	05	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	06	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	07	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	08	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	09	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	10	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	11	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	12	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	13	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	14	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐
	15	☐☐ : ☐☐			☐	☐☐	☐,☐,☐,☐,☐,☐

Section Ib: Teacher Survey, continued (Student count and experience)

Indic	Teacher code	How many children of each of the grades just mentioned are in the classroom? (If the teacher is in a classroom) If there is only one grade in the classroom, record the number of students in the class in the first two boxes. When there is more than one grade in the classroom, count the children in each grade in the classroom and fill the numbers in ascending order starting from the lowest grade.	What year did you begin officially teaching?	What year did you begin teaching at this school?	How many different schools have you taught at?	What were the reasons for your appointment/transfer to this school? 1=Routine application of posting and transfer rules (including rebalancing of load) 2=Political interference/ pressure 3=Personal request 4=Punishment 5=Strained personal relations at previous school 6=Other - specify
	01	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
	02	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
	03	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
	04	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
	05	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
	06	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
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	08	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
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Indic	Teacher code	How many children of each of the grades just mentioned are in the classroom? (If the teacher is in a classroom) If there is only one grade in the classroom, record the number of students in the class in the first two boxes. When there is more than one grade in the classroom, count the children in each grade in the classroom and fill the numbers in ascending order starting from the lowest grade.	What year did you begin officially teaching?	What year did you begin teaching at this school?	How many different schools have you taught at?	What were the reasons for your appointment/transfer to this school? 1=Routine application of posting and transfer rules (including rebalancing of load) 2=Political interference/ pressure 3=Personal request 4=Punishment 5=Strained personal relations at previous school 6=Other - specify
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	14	☐☐, ☐☐, ☐☐, ☐☐, ☐☐	☐☐☐☐	☐☐☐☐	☐☐	☐ _____
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Section Ic: Teacher Survey, continued (Training)

Indic	Teacher code	What is the highest level of teacher training you have COMPLETED? 1=None 2=Teacher training school (high school level) 3=Dip. Ed./BTC (Basic Teaching Certificate) 4=B.Ed. 5=M.Ed.	What is the highest level of education you have COMPLETED? 1=Below SSC 2=SSC (Secondary school certificate) completed 3=HSC (Higher secondary certificate) completed 4=Some college 5=College graduate 6.Some post graduate 7=Post graduate 9=Don't Know	**When was the last time you attended a teacher training program AFTER you started teaching?** **1=Last 6 months** **2=Last 12 months** **3=Last 1-3 Years** **4=Last 3-5 Years** **5=Last 5-10 Years** **6=Over 10 years ago** **7=Never** **9=Don't Know**	**What was the duration of this training?** **Please record in days.**	**What period was this training conducted during?** **1=At a time when the school was supposed to be running** **2=During a school vacation** **3=On school days, but after school hours** **9=Don't know**	**Was there another teacher regularly posted in the school when you went for your training?** **1=Yes** **2=No**	**Was a substitute teacher assigned to your school when you were away on training?** **1=Yes** **2=No**
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Indic	**Teacher code**	What is the highest level of teacher training you have COMPLETED? 1=None 2=Teacher training school (high school level) 3=Dip. Ed./BTC (Basic Teaching Certificate) 4=B.Ed. 5=M.Ed.	What is the highest level of education you have COMPLETED? 1=Below SSC 2=SSC (Secondary school certificate) completed 3=HSC (Higher secondary certificate) completed 4=Some college 5=College graduate 6.Some post graduate 7=Post graduate 9=Don't Know	**When was the last time you attended a teacher training program AFTER you started teaching?** **1=Last 6 months** **2=Last 12 months** **3=Last 1-3 Years** **4=Last 3-5 Years** **5=Last 5-10 Years** **6=Over 10 years ago** **7=Never** **9=Don't Know**	**What was the duration of this training?** **Please record in days.**	**What period was this training conducted during?** **1=At a time when the school was supposed to be running** **2=During a school vacation** **3=On school days, but after school hours** **9=Don't know**	**Was there another teacher regularly posted in the school when you went for your training?** **1=Yes** **2=No**	**Was a substitute teacher assigned to your school when you were away on training?** **1=Yes** **2=No**
	12	☐	☐	☐	☐☐	☐	☐	☐
	13	☐	☐	☐	☐☐	☐	☐	☐
	14	☐	☐	☐	☐☐	☐	☐	☐
	15	☐	☐	☐	☐☐	☐	☐	☐

Section Id: Teacher Survey, continued (Domicile, Living and Commuting)

Ind	Teacher code	**Where are you from (ancestral home or place of origin)?** 1= This village/city 2=This sub-district 3=This district 4=This state 5=Neighboring state 6=Some other state 7=Another country	**Where were you born?** 1= In this village/city 2=In this sub-district 3=In this district 4=In this state 5=In a neighboring state 6=Some other state 7=Another country	**Where do you live?** 1= In this village/city 2=In this subdistrict 3=In this district 4=In the neighboring district 5=Elsewhere in this state 6=Some other state 7=Another country	**How long have you been living here?** Not in the particular house used now, but in the category mentioned in the previous column Enter in years	**How well are you able to speak/understand the language/ dialect used in this village/town? 1=Native fluency (mother tongue) 2=Fluent 3=Very good 4=Good 5=Functional 6=Minimal 7=Not able to**	**How far do you stay from the school?** Enter the time in kilometers. Use the decimal only if the distance is less than 2 km	**How long does it take you to commute to school from the place where you normally stay during the week?** Enter the time in minutes	**What is the main means of transport you use to get to school?** 1=Walk 2=Bicycle 3=Bus/Group Public Transport 4=Taxi/ Individual Public Transport 5= Motorcycle 6=Personal automobile 7=official vechicle 8=Other	**Do you have another home or farm or relative's place (outside this village/town) where you go at least once a month to stay for a few days on the weekends?** 1= Yes 2= No
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	10	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐

Ind	Teacher code	**Where are you from (ancestral home or place of origin)?** 1= This village/city 2=This sub-district 3=This district 4=This state 5=Neighboring state 6=Some other state 7=Another country	**Where were you born?** 1= In this village/city 2=In this sub-district 3=In this district 4=In this state 5=In a neighboring state 6=Some other state 7=Another country	**Where do you live?** 1= In this village/city 2=In this subdistrict 3=In this district 4=In the neighboring district 5=Elsewhere in this state 6=Some other state 7=Another country	**How long have you been living here?** Not in the particular house used now, but in the category mentioned in the previous column Enter in years	**How well are you able to speak/understand the language/ dialect used in this village/town?** **1=Native fluency (mother tongue)** **2=Fluent** **3=Very good** **4=Good** **5=Functional** **6=Minimal** **7=Not able to**	**How far do you stay from the school?** Enter the time in kilometers. Use the decimal only if the distance is less than 2 km	**How long does it take you to commute to school from the place where you normally stay during the week?** Enter the time in minutes	**What is the main means of transport you use to get to school?** 1=Walk 2=Bicycle 3=Bus/Group Public Transport 4=Taxi/ Individual Public Transport 5= Motorcycle 6=Personal automobile 7=official vechicle 8=Other	**Do you have another home or farm or relative's place (outside this village/town) where you go at least once a month to stay for a few days on the weekends?** 1= Yes 2= No
	11	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐
	12	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐
	13	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐
	14	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐
	15	☐	☐	☐	☐☐	☐	☐☐.☐	☐☐	☐	☐

Section Ie: Teacher Survey, (Family and Work conditions)

Indic	Teacher code	**How old are you?**	**What is your marital status?** **1=Single** **2=Married** **3=Separated** **4=Divorced** **5=Other**	**How many children do you have?**	**How many of them are between 5-14 years of age?** **How many of them attend this school?** **How many of them attend any government school?**	**What are the 3 most important problems you face as a teacher?** 1=Inadequate salaries 2=Poor school infrastructure 3=Inadequate teaching supplies (books, maps) 4=Lack of interest/co-operation from parents 5=Shortage of teachers 6=Too much time spent on non-teaching duties 7=Irregular/unreliable salary payments 8=Long commute to the school 10=Harassment by officials/authorities 11=Other 9=Don't Know
	01	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	02	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	03	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	04	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	05	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	06	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	07	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	08	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	09	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	10	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	11	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	12	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐

Indic	Teacher code	**How old are you?**	**What is your marital status?** **1=Single** **2=Married** **3=Separated** **4=Divorced** **5=Other**	**How many children do you have?**	**How many of them are between 5-14 years of age?** **How many of them attend this school?** **How many of them attend any government school?**	**What are the 3 most important problems you face as a teacher?** 1=Inadequate salaries 2=Poor school infrastructure 3=Inadequate teaching supplies (books, maps) 4=Lack of interest/co-operation from parents 5=Shortage of teachers 6=Too much time spent on non-teaching duties 7=Irregular/unreliable salary payments 8=Long commute to the school 10=Harassment by officials/authorities 11=Other 9=Don't Know
	13	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	14	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐
	15	☐☐	☐	☐☐	☐, ☐, ☐	1st ☐ 2nd ☐ 3rd ☐

Section If: Teacher Survey, (Other duties and activities)

Indic	Teacher code	**When is the last time you were called to perform non-teaching official duties (election, voter registration, health campaign etc.)?** **Record as accurately as possible**	**What function were you performing, and how long were you away from teaching duty?** 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify)	**When was the last time BEFORE this instance, THAT you were called to perform non-teaching official duties (election, voter registration, health campaign etc.)?** **Record as accurately as possible**	**What function were you performing, and how long were you away from teaching duty?** 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify)	**Aside from teaching in this school, which of the following occupations do you engage in?** **1=Teaching in another public school** **2=Teaching in another private school** **3=Providing private tuitions** **4=Agriculture and livestock** **5=Business** **6=Politics and/or trade union work** **7=Social work** **8=Other income earning activities, specify**
	01	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
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	03	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	04	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	05	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
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	07	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	08	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	09	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	10	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	11	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____

Indic	Teacher code	**When is the last time you were called to perform non-teaching official duties (election, voter registration, health campaign etc.)?** **Record as accurately as possible**	**What function were you performing, and how long were you away from teaching duty?** 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify)	**When was the last time BEFORE this instance, THAT you were called to perform non-teaching official duties (election, voter registration, health campaign etc.)?** **Record as accurately as possible**	**What function were you performing, and how long were you away from teaching duty?** 1=Voter registration/Election monitoring 2=Census (human, cattle, etc.) 3=Health program related (pulse polio, vaccination drive etc.) 4=Disaster management (drought/flood relief etc.) 5=Other (please specify)	**Aside from teaching in this school, which of the following occupations do you engage in?** **1=Teaching in another public school** **2=Teaching in another private school** **3=Providing private tuitions** **4=Agriculture and livestock** **5=Business** **6=Politics and/or trade union work** **7=Social work** **8=Other income earning activities, specify**
	12	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	13	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	14	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____
	15	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	Month ☐☐ Year ☐☐	☐ _____ , ☐☐	☐, ☐, ☐, _____

Section Ig: Teacher Survey (Satisfaction and other activities)

Ind	Teacher code	**Are you a member of any teacher's union?** 1=Yes, national union 2=Yes, state union 3=Yes, local union 4=No **9=Don't Know**	**Are you a member of any political party?** **1=Yes** **2=No**	What are the 2 most important issues that you would like the union/your political party to take up? Ask even respondent is not a member of either. 1=Salaries 2=Work conditions 3=Regularizing contract teachers 4=Reduce non-teaching duties 5=Training 6=Transfers/Promotions 7=Reduce harassment by officials 8=Others 9=Don't know/Don't care	**How satisfied or dissatisfied are you with your job from the following points of view (next 4 questions):**				**End of the interview**
					Salary? 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Appreciation from parents?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Social status in the community?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Work environment?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	
	01	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	02	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	03	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	04	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	05	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	06	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	07	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	08	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	09	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	10	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	

Ind	Teacher code	**Are you a member of any teacher's union?** 1=Yes, national union 2=Yes, state union 3=Yes, local union 4=No **9=Don't Know**	**Are you a member of any political party?** **1=Yes** **2=No**	What are the 2 most important issues that you would like the union/your political party to take up? Ask even respondent is not a member of either. 1=Salaries 2=Work conditions 3=Regularizing contract teachers 4=Reduce non-teaching duties 5=Training 6=Transfers/Promotions 7=Reduce harassment by officials 8=Others 9=Don't know/Don't care	**How satisfied or dissatisfied are you with your job from the following points of view (next 4 questions):**				**End of the interview**
					Salary? 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Appreciation from parents?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Social status in the community?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	**Work environment?** 1=Very Satisfied 2=Satisfied 3=Indifferent 4=Dissatisfied 5=Very dissatisfied	
	11	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	12	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	13	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	14	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	
	15	☐	☐☐	1st ☐ 2nd ☐	☐	☐	☐	☐	

END OF TEACHER INTERVIEWS – THANK YOU

BOOKLET C:

Parents background and simple student testing

The objective of this section is to obtain information about the parents of the children in one section of 4th grade, and to administer to them a test with some simple language and math problems.

Tell the head teacher the following:

> ***"I would now like to ask a few questions about the parents of the 4th grade children in your school, and also give them a few simple math questions to solve, as well as a short passage of dictation."***

Ask to see the student roster for the 4th grade of the school, and tell the head teacher that you would like to ask questions about the parental background of some of the children at random. If there are multiple divisions in the grade (particularly likely in urban schools), then use class 4-A for the first time you encounter such a situation, 4-B for the second time, and so on. If the school has multiple grades in one class, then select from only the 4th-grade students.

If in that 4th-grade room there are more than 20 students, choose 20 children from the class list (10 first choice and 10 replacement, in case some of the first choice children are absent) at random, using the same method used to pick teachers in the first round. That is, using a random number table below, start from the first row and go across the row, then go down to the second row when the first row is finished, and so on. In each case, use the random number to select the 4th-grade student who appears at that position on the class roster. If a number is too high (i.e., greater than the number of students in the class), then skip that number and go to the next number in the list below. Repeat the process till you fill in the names of 20 students.

From the list of 20 students who are chosen, you will administer the questionnaire and test to the first 10 students who are present in class. If there are fewer than 20 4th-grade students in the room, then you will need to select 10 first-choice students using the random number table, then keep the rest of the students as replacements. If there are 10 or fewer 4th-grade students, then administer the module to all of them.

<u>Random number tables</u>: Please use the random number tables below to identify the 20 children from the 4th grade roster. In the classroom read out the children in the same order in which they are selected and indicate if the child was finally selected for the testing. As usual, go horizontally across the table and pick the children in the same way that the random number table is used for selecting teachers.

If there are less than 50 children in the 4th grade section chosen, please use the table below:

6	11	19	50	46	43	45	41	44	29
35	25	42	7	47	31	2	15	33	18
10	39	17	16	20	26	5	13	40	30
37	8	34	48	36	9	32	24	49	12
14	3	4	21	1	23	38	27	28	22

If there are more than 50 children in the 4th grade section chosen, please use the table below:

59	61	41	37	42	57	26	79	58	88
94	34	35	50	38	75	54	70	29	60
89	72	12	77	9	4	18	31	7	23
76	28	96	43	100	82	48	67	84	45
30	80	1	87	17	52	74	20	56	90
14	32	6	91	78	53	19	86	22	98
16	99	49	21	92	68	11	81	63	10
15	33	62	8	3	69	93	85	36	2
64	27	55	65	25	39	13	73	40	46
66	97	5	44	71	24	83	51	47	95

Class and Section Information:

1	What section was chosen in the 4th grade?	☐	Code "0" if there is only one section in the 4th grade – otherwise enter A, B, C etc. as the case might be
2	How many children are in the 4th grade section that has been chosen?	☐☐☐	Enter the number of children

List of children chosen for the testing: **Please note that you should fill the test questionnaire number AFTER determining, which of the children are actually available – so that the field "Test Questionnaire Number" will be matched to the child who actually has that questionnaire.**

Test Questionnaire Number	Random Number	Name of Child	Available in class to take test? 1= Yes 2= No	Test Questionnaire Number	Random Number	Name of Child	Available in class to take test? 1= Yes 2= No
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐
			☐				☐

Parental background information

After selecting the students using the roster, go to the relevant class and tell the teacher that you would like some information on the parental background and level of interest in education of some randomly selected children in the class, and request the teacher to announce the names of the children on your list, so that they can stand up. Use the first 10 names, and go on to the replacement names if any of the first 10 are absent, till you have 10 children. Then call the children one by one and ask the teacher to answer the questions on the first two pages of the test booklet for each of the ten children — perhaps occasionally with the help of the students concerned. Each student will have his or her own test booklet (and each test booklet is 4 pages long, including the first 2 pages that has information filled out jointly with the teacher).

Student assessment: test of math and language

Once the questions on the first 2 pages are answered, give that booklet to the child and ask him/her to stand near the investigator and hold on to it, while the first 2 pages of information are filled for each of the remaining 9 students. When the first page information is filled out for each of the 10 students, ask the teacher to tell the 10 selected children that they are going to take a simple test.

The logistics for this might vary by school. In most rural schools, it will be enough to get the 10 chosen children to sit down in front of the class where the teacher and the investigator can observe them. In schools with benches, the 10 children could be asked to come and sit in the front 10 benches for about 10-15 minutes. If necessary, you may choose to ask the other children to leave the room. Otherwise, the ten children and the teacher and the investigator could step outside the classroom and sit outside for the short test. This will vary by school and will have to be pre-tested. (The option of taking the children outside the class to do the test might be the best way to ensure that they are not too distracted by the other children in the class, and also to allow the teacher to continue teaching the rest of the children during the test.)

If necessary, enlist the help of the teacher in administering the test, and tell him/her that only simple math and dictation are going to be tested. The head teacher will have already have been told about the testing when you visit him/her, and so it should hopefully not be a problem to get the teacher's co-operation.

Math test

At this point, ask the children to turn to the third page on their test sheets, and in the first blank line ask them to write their name.

After this tell them to continue, and solve the mathematics questions, filling in their answers in the spaces provided. Allow the teacher to explain the instructions if necessary, but not to give any specific help on the questions themselves. Provide the children 20 minutes to complete the math questions. If any child finishes before the 20 minutes elapses, ask him or her to remain quietly in his or her place until the other children have finished. Once 20 minutes have passed (or once all the children have finished the test, if they do so in less than 20 minutes), then ask them to turn to the next page.

Please note here the time at which the math test begins and ends:

1	**Time at which the math test begins**	☐☐:☐☐
2	**Time at which the math test ends**	☐☐:☐☐

Language test

After they finish the math portion of the test, ask them all to turn the page to page 4 (the language test page). Record the start time of the test below. Explain to the children that you will read a short text twice, and they should write it in the indicated space on that page.

Proceed to dictate the text to them, reading it clearly and slowly. The passage should be read aloud only twice. You should not repeat any word, other than as part of the two readings of the complete text. The text to read is the following:

Why do plants dry up without water?

People need food and water to keep themselves strong and healthy, and so do plants. Green plants use water to make their own food. If they don't have enough water, they wither and dry up.

After you have read the passage twice and given the students another two minutes to complete their dictation, collect all the tests, and note the ending time below:

1	**Time at which the language test begins**	☐☐:☐☐
2	**Time at which the language test ends**	☐☐:☐☐

Completion of test

After they finish the language of the test, when they hand in their test sheets, please ask them for their name and then code on the first page whether they wrote their name correctly (Code = 1), Incorrectly (Code =2) or left it blank (Code =0).

[NOTE to SMERU: The following instruction will be unnecessary, assuming that each student is given a 4-page booklet with the pages stapled together. Please delete, unless for some reason you think it will be necessary to hand out the math and language tests as separate sheets.] **For each test, please be sure to record also the code for each student on both the language and the math test sheets; this will be a combination of the school code and the student test questionnaire number from the table above. [Example: 54-1, 54-2, etc.]**

After collecting all 10 test papers, please attach them securely to the back of the facility questionnaire. Then thank the teacher and conclude the visit to the school.

END OF SURVEY – THANK YOU VERY MUCH

Test Booklet

Note that the school ID/Questionnaire number will be printed on ALL the booklets to identify the school with which the test is associated. Note also that you we will need 10-12 copies of the following 4 pages for EVERY school that is covered in the study. The 4 pages of each booklet should be stapled together.

Section A: Background Information

		Only codes entered here	**Code/Instructions**
0	Questionnaire Identification Number[11]		Fill/print before going to school
1	Test Booklet Number		Fill/print before going to school
2	Name of the Child	_____	Fill AFTER the test is finished
3	Have you ever spoke one on one with the mother, father, or guardian of this child?	☐	1=Yes – continue to next question 2=No – go to Q.5 9=Don't Know
4	When was the last time that you spoke one on one with the mother, father, or guardian of this child?	☐	1=This month 2=In the past 2-6 months 3=In the past 6-12 months 4=More than a year ago 5=Never **9=Don't Know**
5	Can this child's father read and write? (Use the child's help if necessary for the next 5 questions)	☐	1=Yes, go to question 6 2=No, go to question 7 9=Don't know – go to question 7

[11] This is critical, as we have to make sure that the booklets for the first and second visit have been given the same ID number before the questionnaires go out to the field, so that the data entry can be matched by this field.

6	How far has this child's father studied?	☐	1=Did not complete primary school (6th grade) 2=Completed primary school (6th grade) 3=Completed junior secondary school (9th grade) 4=Completed higher secondary school (12th grade) 5=Completed college degree or above 6=Don't Know *Note to SMERU: check to make sure this is adjusted properly to the Indonesian classifications.*
7	Can this child's mother read and write? (Use the child's help if necessary)	☐	1=Yes, go to question 6 2=No, go to question 7 9=Don't know – go to question 9
8	How far has this child's father studied?	☐	1=Did not complete primary school (6th grade) 2=Completed primary school (6th grade) 3=Completed junior secondary school (9th grade) 4=Completed higher secondary school (12th grade) 5=Completed college degree or above 6=Don't Know *Note to SMERU: check to make sure this is adjusted properly to the Indonesian classifications.*
9	Does this child take private tuition (i.e., does he study with a private tutor or iin a private school) outside of this school?	☐	1=Yes 2=No 3=Don't Know

Section A: Name writing

A1) Please write your name in the space below: ☐

_____

Section B: Mathematics testing *NOTE TO SMERU: please adapt to local math notation, if necessary*

b1) **4 + 6**

b2) **8 - 3**

b3) **9 9 + 9**

b4) **36 + 61**

b5) **678 + 923**

b6) **17808 + 24293**

b7) **98 - 55**

b8) **238 - 129**

b9) **1840 - 645**

b10) **26 x 3**

b11) **32 x 4**

b12) **2417 x 7**

b13) ***655 divided by 5:***

5) 655

Section C: Language testing

In the space below, please write the passage that is dictated to you:

THANK YOU