

1.0 School Code: (To be filled by ISDS)			1.1 MOE Accreditation No:			School Year:		
1.2 Name of School:							1.3 Year established:	
1.4 Location (village/town/ city):					1.5 PCode:			
1.6 Clan/Township/Zone:				1.7 Education District:				
1.8 Administrative District:				1.9 County:				
1.10 Region:		() South Western		() North Central		1.11 Session:		
		() South Eastern		Select only one		() Morning () Afternoon () Night Select all applicable		
1.12 School Type:		() Public		() Private		1.13 If Mission/Religious, Denomination:		
		() Self-help/Community		Select only one				
1.14 School Level:		() Pre-primary		() Primary		() Lower Secondary		
		() Upper Secondary		() Multilateral		Select all applicable		
1.15 Do you use the national curriculum? () Yes () No				1.16 Do you use the WAEC syllabus? () Yes () No				

Name of Headmaster:		Name of District Education Officer:	
Date Completed:	Date Transmitted:	Date Checked:	Date transmitted to MOE:
Signature of headmaster:		Signature:	

Completely fill each row with the number of pupils by sex. Write zero (0) in the empty cell to indicate a missing sex in any given class or grade.

2.10 PRE-PRIMARY SCHOOL ENROLMENT BY AGE, GRADE AND SEX

AGE	NURSERY		KINDERGARTEN	
	Male	Female	Male	Female
2				
3				
4				
5				
6				
7				
8				
ABOVE 8				

SECTION 3: PRIMARY LEVEL

3.10 NEW ENTRANTS TO GRADE ONE BY AGE AND SEX

Completely fill each roll with the number of in-coming or newly admitted Grade 1 pupils by age and sex.

Note: M = Male, F = Female

<6 years		6 years		7 years		8 years		9 years		10 years		11 years		12 years		Total	
M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F

3.11 PRIMARY SCHOOL ENROLMENT BY AGE, GRADE AND SEX

AGE	GRADE 1		GRADE 2		GRADE 3		GRADE 4		GRADE 5		GRADE 6	
	M	F	M	F	M	F	M	F	M	F	M	F
<6												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
Above 20												

3.12 REPEATERS BY GRADE AND SEX

Note: Repeaters = Pupils failing to gain promotion to the next grade at the end of the school year

	GRADE 1		GRADE 2		GRADE 3		GRADE 4		GRADE 5		GRADE 6	
	M	F	M	F	M	F	M	F	M	F	M	F

3.13 DROPOUTS BY GRADE AND SEX

Note: Dropouts = pupils who leave the school before completion, either due to sickness, death, etc.

	GRADE 1		GRADE 2		GRADE 3		GRADE 4		GRADE 5		GRADE 6	
	M	F	M	F	M	F	M	F	M	F	M	F

3.14 TRANSFER BY GRADE AND SEX

Note: In-transfer = Pupils coming in from other schools. Out-transfer = Pupils moving out of the school.

	GRADE 1		GRADE 2		GRADE 3		GRADE 4		GRADE 5		GRADE 6	
	M	F	M	F	M	F	M	F	M	F	M	F
Out-transfer												
In-transfer												

3.15 TEXT BOOKS

Indicate the number of text books available in the core subjects in each grade

CORE SUBJECTS	GRADES						
	1	2	3	4	5	6	TOTAL
Language Arts							
Mathematics							
General Science							
Social Studies							
Total							

3.16 ACCELERATED LEARNING PROGRAMME BY AGE, SEX AND LEVEL

Note: ALP combines grades of primary into levels. Level I = Grades 1 & 2; Level II = Grades 3 & 4; Level III = Grades 5 & 6

AGE	Number of Pupils Per Level						Number of Children Associated with Fighting Forces (CAFF) (If known)						
	LEVEL I		LEVEL II		LEVEL III		LEVEL I		LEVEL II		LEVEL III		
	M	F	M	F	M	F	M	F	M	F	M	F	
< 12													
12													
13													
14													
15													
16													
17													
18													
19													
20													
21													
22													
23													
24													
> 24													
3.17 Agency(ies) supporting ALP:						3.18 School Feeding? () Yes () No						3.19 Agency(ies) supporting school feeding:	

SECTION 4: SECONDARY LEVEL

4.10 SECONDARY SCHOOL ENROLMENT BY AGE, GRADE AND SEX

AGE	GRADE 7		GRADE 8		GRADE 9		GRADE 10		GRADE 11		GRADE 12	
	M	F	M	F	M	F	M	F	M	F	M	F
< 13												
13												
14												
15												
16												
17												
18												
19												
20												
> 20												

4.11 REPEATERS BY GRADE AND SEX

Note: Repeaters = Pupils failing to gain promotion to the next grade at the end of the school year

	GRADE 7		GRADE 8		GRADE 9		GRADE 10		GRADE 11		GRADE 12	
	M	F	M	F	M	F	M	F	M	F	M	F

4.12 DROPOUTS BY GRADE AND SEX

Note: Dropouts = pupils who leave the school before completion, either due to sickness, death, etc.

	GRADE 7		GRADE 8		GRADE 9		GRADE 10		GRADE 11		GRADE 12	
	M	F	M	F	M	F	M	F	M	F	M	F

4.13 TRANSFER BY GRADE AND SEX

Note: In-transfer = Pupils coming in from other schools. Out-transfer = Pupils moving out of the school.

	GRADE 7		GRADE 8		GRADE 9		GRADE 10		GRADE 11		GRADE 12	
	M	F	M	F	M	F	M	F	M	F	M	F
Out-transfer												
In-transfer												

4.14 TEXT BOOKS

Indicate the number of text books available in the core subjects in each grade

CORE SUBJECTS	GRADES						
	7	8	9	10	11	12	TOTAL
Language Arts							
Mathematics							
Sciences							
Social Studies							
Total							

SECTION 5: SCHOOL PERSONNEL

5.10 TEACHING STAFF

Note: Complete the list of teachers according to their professional qualification, employment and training.

No.	Name	Sex	Age	Date employed	Teaching Level (check all applicable)				¹ Trained/ Untrained	If trained, type of certificate (C or B)	² Academic qualification	Years of experience	³ Source of salaries	Status (tick the right choice)			⁴ Reactivated? Yes or No	⁵ Subject(s) (list all applicable)
					Pre- primary	Primary	Lower Secondary	Upper Secondary						Teacher	ALP	Volunteer		
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		
11																		
12																		
13																		
14																		
15																		
16																		
17																		
18																		

1 **1 = Trained** = Teaching certificates holders from recognized Teacher Training Institutes (TTIs), **2 = Untrained** = Teachers without teaching certificates from recognized TTIs..


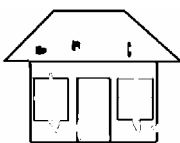
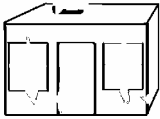
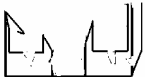
2 **1 =** Under High School, **2 =** High School, **3 =** Undergraduate, **4 =** Graduate, **5 =** Post Graduate

3 **1 =** public bodies (e.g. MOE, other ministries, local authorities), **2 =** Private institutions (e.g. Business firms, religious bodies, NGOs), **3 =** Household (e.g. Families, Parents Associations)

4 **Reactivated** = Teachers currently on government payroll.

5 **1 =** Self contained (All subjects – normally at primary level), **2 =** Language Arts (English, Literature, Foreign Languages); **3 =** Social Studies (Civics, History, Geography); **4 =** Mathematics (Arithmetic, Algebra, Trigonometry);
5 = Sciences (General Science, Physical Education, Biology, Chemistry, Physics)

5.11 NON-TEACHING STAFF		Note: Complete the list of all staff in the school not involve in teaching, such as secretary, janitor, etc.				
No.	Name	Sex	Date of Birth	Qualification	Years of employment	Position
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						

SECTION 6: SCHOOL FACILITIES – BUILDINGS, FACILITIES AND FURNITURE																																																						
6.10 Building Type: <input type="checkbox"/> Solid <input type="checkbox"/> Semi solid <input type="checkbox"/> Make shift <input type="checkbox"/> Other <div style="text-align: center; font-size: small;">Select only one</div> <p style="font-size: x-small;">Solid = Classrooms built with cement blocks Semi solid = Classrooms built largely with mud Make shift = Temporary classrooms made of local materials, such as, mat and sticks</p>						6.11 Other (Specify):																																																
6.12 Building Condition: <div style="display: flex; justify-content: space-around; align-items: flex-end; margin-top: 10px;"> <div style="text-align: center;">  <input type="checkbox"/> In tack/Repaired/New </div> <div style="text-align: center;">  <input type="checkbox"/> Minor Damage </div> <div style="text-align: center;">  <input type="checkbox"/> Major Damage </div> <div style="text-align: center;">  <input type="checkbox"/> Destroyed </div> </div>																																																						
6.13 Number of Rooms: Fill all fields <div style="text-align: center; font-size: x-small;">Note: Write the number of classrooms in the empty cells.</div> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <th rowspan="2" style="width: 10%;">Total number of classrooms</th> <th colspan="4" style="text-align: center;">Classrooms utilized for</th> <th rowspan="2" style="width: 10%;">Classrooms not utilized</th> </tr> <tr> <th style="width: 15%;">Single class</th> <th style="width: 15%;">Multi-grade</th> <th style="width: 15%;">Double shift</th> <th style="width: 15%;">Labs</th> </tr> <tr> <td style="height: 30px;"></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						Total number of classrooms	Classrooms utilized for				Classrooms not utilized	Single class	Multi-grade	Double shift	Labs							6.14 PTA Functional? <input type="checkbox"/> Yes <input type="checkbox"/> No																																
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	Single class	Multi-grade	Double shift	Labs																																																		
6.15 Other Facilities <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 10%;">Available (Select only if true)</th> <th style="width: 10%;">Functioning (Select only if true)</th> <th style="width: 60%;">Other Specific attributes of the facility (Select only if true and fill in where applicable)</th> </tr> </thead> <tbody> <tr> <td>1. Library</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has furniture <input type="checkbox"/> Has books <input type="checkbox"/> Reference books</td> </tr> <tr> <td>2. Hall</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has furniture</td> </tr> <tr> <td>3. Store room</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has shelves <input type="checkbox"/> Secured <input type="checkbox"/> Has supplies</td> </tr> <tr> <td>4. Staff room</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has furniture</td> </tr> <tr> <td>5. Records office</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Filing cabinets <input type="checkbox"/> Secured</td> </tr> <tr> <td>6. Clinic</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has furniture <input type="checkbox"/> Has drugs <input type="checkbox"/> Has basic equipment</td> </tr> <tr> <td>7. Canteen/Cafeteria</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Has furniture <input type="checkbox"/> cooking utensils(<input type="checkbox"/> Eating ware</td> </tr> <tr> <td>8. Water well</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td>No. functioning:_____ No. Nonfunctioning:_____</td> </tr> <tr> <td>9. Piped water</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td></td> </tr> <tr> <td>10. Pit latrine</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td>Number of toilets:- Female:_____ Male:_____ General:_____</td> </tr> <tr> <td>11. Flush toilet</td> <td><input type="checkbox"/> Yes</td> <td><input type="checkbox"/> Yes</td> <td>Number of toilets:- Female:_____ Male:_____ General:_____</td> </tr> </tbody> </table>								Available (Select only if true)	Functioning (Select only if true)	Other Specific attributes of the facility (Select only if true and fill in where applicable)	1. Library	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has furniture <input type="checkbox"/> Has books <input type="checkbox"/> Reference books	2. Hall	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has furniture	3. Store room	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has shelves <input type="checkbox"/> Secured <input type="checkbox"/> Has supplies	4. Staff room	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has furniture	5. Records office	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Filing cabinets <input type="checkbox"/> Secured	6. Clinic	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has furniture <input type="checkbox"/> Has drugs <input type="checkbox"/> Has basic equipment	7. Canteen/Cafeteria	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Has furniture <input type="checkbox"/> cooking utensils(<input type="checkbox"/> Eating ware	8. Water well	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	No. functioning:_____ No. Nonfunctioning:_____	9. Piped water	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes		10. Pit latrine	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Number of toilets:- Female:_____ Male:_____ General:_____	11. Flush toilet	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	Number of toilets:- Female:_____ Male:_____ General:_____
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6.16 Furniture and Equipment <div style="text-align: center; font-size: x-small;">Note: List the number of furniture & equipment required, in use & good condition, and number requiring repair</div> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <th rowspan="2" style="width: 25%;">Type of Furniture or Equipment</th> <th colspan="4" style="text-align: center;">Number of Furniture/Equipment</th> </tr> <tr> <th style="width: 20%;">In Use & Good Condition</th> <th style="width: 20%;">Repairs Needed</th> <th style="width: 20%;">Additional Required</th> <th style="width: 35%;">Others</th> </tr> <tr><td>1. Chairs</td><td></td><td></td><td></td><td></td></tr> <tr><td>2. Table benches</td><td></td><td></td><td></td><td></td></tr> <tr><td>3. Desks</td><td></td><td></td><td></td><td></td></tr> <tr><td>4. Chalk boards</td><td></td><td></td><td></td><td></td></tr> <tr><td>5. Typewriters</td><td></td><td></td><td></td><td></td></tr> <tr><td>6. Computers</td><td></td><td></td><td></td><td></td></tr> <tr><td>7. Vehicles</td><td></td><td></td><td></td><td></td></tr> </table>							Type of Furniture or Equipment	Number of Furniture/Equipment				In Use & Good Condition	Repairs Needed	Additional Required	Others	1. Chairs					2. Table benches					3. Desks					4. Chalk boards					5. Typewriters					6. Computers					7. Vehicles								
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8. Globes				
9. Other (Specify):				

SECTION 7: SCHOOL INCOME AND EXPENDITURE FOR PREVIOUS AND CURRENT YEAR

7.10 School Income for Previous and Current Year

Income Source	Income of Previous Year	Income of Current Year
1. Central Government		
2. Local Authorities		
3. School Fees		
4. Production Units		
5. PTA		
6. NGO (national/international)		
7. Donor/Funding Agency		
8. Other (specify):		

7.11 School Expenditure for Previous and Current Year

Type of Expenditure	Expenditure of Previous Year	Expenditure of Current Year
1. Administrative staff salaries		
2. Teaching staff salaries		
3. Consumable materials related to labs, etc.		
4. Books & other reading materials		
5. Learning equipment		
6. Boarding equipment, food, etc.		
7. Transportation/vehicles		
8. Maintenance, construction		
9. Utilities, light, water, telephone, etc.		
10. Rent		
11. Other (specify):		