

CLASSROOM VISITS

METADATA		HH : MM	
112	Start Time of the Interview	24-hour clock: 2pm=14:00	/__/_/: __/_/
100	Region		/__/_/
101	Cluster Name		/_____/
113	What grade are you observing?		/_____/
102	Sub-cluster Code	Enter number or color, as the school identifies the stream.	/__/_/
103	Village/Quarter you observing?	88. Only one stream.	/_____/
104	Name of the school		/_____/
115	What is the name of the teacher?		/_____/
105	Code of the School		/_____/
106	Treatment Received	1. Information only 2. Information only + TT 3. Control	/_____/
107	Number of the questionnaire		/__/_/
108	Name of the enumerator		/_____/
109	Name of the survey supervisor		/_____/
110	Name of data entry clerk		/_____/
111	Date	MM/DD/YYYY	/__/_/ __/_/ ____/

TEACHER ACTIVITIES

Explain to the teacher that, as part of a study with the Ministry of Education, we are observing a few classes. Ask the teacher's permission to sit in the back of the class as he or she continues with his or her regular activities.

Make clear that your notes will not be reported back to the school and will not affect his or her career. Therefore encourage him or her to teach as he or she normally would.

Observe the class for 15 minutes, then seek the soonest opportunity to ask the teacher the questions at the end of the questionnaire.

201	What is the teacher doing when you arrive at the classroom?	1. In the classroom, teaching the class 2. In the classroom, organizing the class/setting the agenda/ giving directions for test or homework/ supervising a test 3. In the classroom, disciplining students 4. In the classroom, doing paperwork 5. Marking exams or papers 6. In the classroom, napping/reading/chatting with other teachers/ sitting idle while children play 7. Out of classroom on a scheduled break 8. Not attending this class, because teaching another class at the same time 9. Cannot find teacher / absent 10. Accompanying enumerator	/_____/
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202	Count the number of girls present in the class		/__//__//__/
203	Count the number of boys present in the class		/__//__//__/
204	In your entire time in the teaching area, which of the following activities do you see the TEACHER doing? 1. Yes 2. No	Give a test	/__//
		a. Call out to children by their names	/__//
		b. Address questions to the children during class	/__//
		c. Provides individual/small group tutoring as required	/__//
		d. Encourages the children to participate in class discussions and ask questions	/__//
		e. Reads out from the text book	/__//
		f. Makes children read from the text book	/__//
		g. Used the blackboard frequently/sufficiently	/__//
		h. Assigned written homework	/__//
		i. Provided guidance on how to do the homework	/__//
j. Provided feedback/comments on previous homework	/__//		
205	How would you describe the teacher's behavior towards the pupils, during this lesson?	1. Caring but not strict enough to maintain discipline 2. Committed to teaching and able to maintain discipline 3. Focused only on keeping discipline without much teaching 4. Simply doing routine work without caring about children's learning 5. Uncaring and rude to the children	/____/
STUDENT ACTIVITIES			
300	In your entire time in the teaching area, which of the following activities do you see the CHILDREN doing? Yes: 1 No: 2	a. The children used textbooks during the class	/__//
		b. The children used workbooks during the class	/__//
		c. The children ask questions for clarification of their doubts	/__//
		d. The children talking / playing with other children (not working)	/__//

301	How would you describe pupils' participation?	1. Very enthusiastic / alert / active, eager to ask and answer questions 2. Respond only when directly addressed by the teacher 3. Very passive / inactive / tired	/ ____ /
302	Did the teacher have control over the class? (pupils were disciplined, doing what they were supposed to)	1. Yes 2. No 3. Partially	/ ____ /
303	During the lesson did some of the students move in and out of the class?	1. Yes, only after finishing the assigned work 2. Yes, even without finishing the assigned work 3. No	/ ____ /
CLASSROOM ENVIRONMENT			
400	Is there a chair and table for the teacher in the teaching area?	1. Only chair 2. Only Table 3. Both 4. None	/ ____ /
401	Where are most of the children seated in the class?	1. Bare floor 2. On mats 3. On benches with tables 4. On benches without tables	/ ____ /
TEACHER INTERVIEW			
ASK THE FOLLOWING QUESTIONS TO THE TEACHER AT THE END OF THE VISIT			
500	Look at the register and count the number of students enrolled		/ ____ // ____ // ____ /
501	Does the teacher have a written lesson plan? <i>If yes, ask to see it.</i>	1 = Yes and showed it 2 = Yes and could not show it 3 = No	/ ____ /
502	Does the teacher have a written lesson note for today's lesson? <i>If yes, ask to see it.</i>	Ask to see it: 1 = Yes and showed it 2 = Yes and did not show it 3 = No	/ ____ /
503	Does your school have a staff code of conduct? <i>If so, then ask for a <u>brief</u> description.</i>	1 = Yes AND described it 2 = Yes and did not describe it 3 = No	/ ____ /
504	When was the last staff meeting you were expected to attend?	MM/DD/YYYY If cannot remember day, write 99 in day field.	/ ____ / ____ / ____ /

505	What was the main topic of the most recent staff meeting?	1 = School Finance 2 = Children attendance 3 = Children performance 4 = Children discipline 5 = Teacher attendance / punctuality 6 = Other _____	/ ____/
506	How many hours do you spend on math each week?		/ ____/ ____/
507	How many hours do you spend on reading each week?		/ ____/ ____/
508	How many days of school have you missed in the past week (for any reason)?		
509	How many hours of school did you miss yesterday (for any reason)?	Write number of hours. If absent yesterday, mark 88.	/ ____/ ____/
Thank you very much for taking the time to speak with us. Please excuse the interruption.			
600	What time did you leave the teaching area?	HH : MM	/ ____// ____/:/ ____// ____/