

Interviews :

EQUIP-T HeadTeacher Base V3.0a

Region	<div>Please select...▼</div>
District	<div>Please select...▼</div>
School	<div>Please select...▼</div>
Team	<div>Please select...▼</div>
Enumerator	<div>Please select...▼</div>

Start

Q.1 [Interviewer](#): Mark start of the interview/test

Get time

[Interviewer](#): Kumhoji Mwalimu Mkuu.

*Ikiwa Mwalimu Mkuu hayupo, mchague utakaemhoji ambae anazijua taarifa za shule vizuri. (Mwalimu Mkuu Msaidizi au Mwalimu wa Taaluma au Mwalimu yoyote mwenye ufahamu mzuri wa shule)*

*Interview the Head Teacher.*

*If the Head Teacher is absent, then select a respondent who knows the school records well (Assistant Head Teacher or Academic Master or another senior teacher).*

Mimi na wenzangu \_\_\_\_\_ tumetokea Oxford Policy Management Tanzania tukishirikiana na Wizara ya Elimu na Mafunzo ya Ufundi tupo hapa kufanya utafiti wa elimu ya shule za msingi katika mikoa mbali mbali ya Tanzania kwa ajili ya Serikali. Utafiti huu utasaidia kuinua kiwando cha elimu. Timu yetu itakuwa hapa leo na kesho. Tungependa kuzungumza na wewe, Mwalimu Mkuu, kuwajaribu baadhi ya wanafunzi kwa masomo ya hesabati na kiswahili, halikadhalika kuwauliza walimu. Tungependa vile vile kuzungumza na baadhi ya wazazi. Taarifa zote tutakazozipata zittakuwa za siri na zitatumika kwa utafiti tu. Jina lako na ya wengine hayatatokea sehemu yoyote kwenye ripoti au machapisho. Ushirikiano wako kwenye utafiti huu utasaidia elimu ya shule za msingi Tanzania. Tunakushukuru sana kwa ushirikiano wako na msaada wako.

My name is \_\_\_\_\_ and I am here with \_\_\_\_\_ and \_\_\_\_\_. We are from Oxford Policy Management Tanzania. We are conducting a study for the government on primary school education in different regions in Tanzania, to help improve pupil learning outcomes. Our team would like to visit your school today and tomorrow. We would like to talk to you – the head teacher, test some pupils in mathematics and Kiswahili, as well as, interview teachers. We would also like to talk to some parents. All information we receive will be kept strictly confidential and only be used for research purposes. Your name or any other names will not appear on any documents or in reports. Your input is invaluable to our research and the improvement of primary school education in Tanzania. We thank you very much for your assistance and cooperation.

## Records

**Interviewer:** Mbaada ya msimamizi kujitambulisha kwa mwalimu mkuu. Mwombe mwalimu mkuu akupatie kumbukumbu zifuatazo.

After the supervisor has given an introduction to the head teacher. Ask the head teacher to kindly provide the following records.

### Record List

recordlist_ID	Jina la rekodi	Q.1 Inapatikana Available
5	<b>Daftari la mahudhurio ya wanafunzi wa darasa la 1 (mikondo yote)</b> Pupil attendance register/s for standard 1 (all streams)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
6	<b>Daftari la mahudhurio ya wanafunzi wa darasa la 2 (mikondo yote)</b> Pupil attendance register/s for standard 2 (all streams)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
7	<b>Daftari la mahudhurio ya wanafunzi wa darasa la 3 (mikondo yote)</b> Pupil attendance register/s for standard 3 (all streams)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
1	<b>Idadi ya walimu waliokazini</b> List of teachers currently working in the school	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
2	<b>Daftari la mahudhurio ya walimu</b> Teacher attendance register	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
3	<b>Ratiba ya wanafunzi wa darasa la 1-2</b> School timetable for standards 1-2	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
4	<b>Ratiba ya wanafunzi wa darasa la 3-7</b> School timetable for standards 3-7	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
8	<b>Mpango mzima wa Maendeleo ya Shule 2014</b> Whole School Development Plan for 2014	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
9	<b>Minita za mkutano wa Kamati ya Shule</b> School committee meeting minutes	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
10	<b>Minita za mkutano wa walimu na wazazi</b> Parent-teacher meeting minutes	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
11	<b>Minita za mkutano wa walimu</b> Staff meeting minutes	<input type="radio"/> Yes (1) <input type="radio"/> No (2)

12	<b>Kumbukumbu za kapitesheni kwa mwaka wa 2012</b> Per capita grant records 2012	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
13	<b>Kumbukumbu za kapitesheni kwa mwaka 2013</b> Per capita grant records 2013	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
14	<b>Kitabu cha wageni</b> Education visitors logbook	<input type="radio"/> Yes (1) <input type="radio"/> No (2)

Overview

**Watoto wa kiume na wa kike wangapi wameandikishwa mwaka 2014, ikijumuisha wanafunzi wote wa darasa la 1 hadi la 7?**

**Q.1** How many boys and girls are enrolled in the school in 2014, including all pupils in standards 1 to 7?

wa kiume

**Q.2** wa kike

**Wanafunzi wangapi katika shule hii walifanya mtihani wa kumaliza elimu ya msingi mwaka 2013?**

**Q.3** [Interviewer:](#) *Code 9998 for Don't know*

How many pupils in this school sat the primary school leaving exam in 2013?

**Wanafunzi wangapi katika shule hii walifaulu mtihani wa kumaliza elimu ya msingi mwaka 2013?**

**Q.4** [Interviewer:](#) *Code 9998 for Don't know*

How many pupils in this school passed the primary school leaving exam in 2013?

**Shule inaanza saa ngapi?**

saa

[Interviewer:](#) *Tumia mtumo wa saa 24 Saa: Dakika*

**Q.5** What time does the school start?

*Use 24-hour time HH MM*

Hour

dakika

**Q.6** Minutes

**Ratiba ya kufundisha vipindi inaanza na kuisha saa ngapi, kwa siku?**

saa

[Interviewer:](#) *Tumia mtumo wa masaa 24 Masaa: Dakika*

**Q.7** What time do the timetabled teaching periods start?

*Use 24-hour time HH MM*

Hour

dakika

**Q.8** Minutes

Kuna darasa mangapi ya wanafunzi, inamaana makundi yanayofundishwa pamoja kwa kila darasa?

[Interviewer:](#) *AAndika idadi ya darasa kwa kila darasa*

How many classes of pupils, that is groups taught together, are in each standard?

*Record the number of classes for each standard.*

Classes by Standard

allstandard_ID	Standard	Q.9 Idadi ya madarasa ya wanafunzi Number of classes of pupils
1	Darasa la 1 / Standard 1	<input type="text"/>
2	Darasa la 2 / Standard 2	<input type="text"/>
3	Darasa la 3 / Standard 3	<input type="text"/>
4	Darasa la 4 / Standard 4	<input type="text"/>
5	Darasa la 5 / Standard 5	<input type="text"/>
6	Darasa la 6 / Standard 6	<input type="text"/>
7	Darasa la 7 / Standard 7	<input type="text"/>

**Q.10** Je, kuna darasa lolote la wanafunzi, inamaana makundi yanayofundishwa pamoja yanahudhuria shule katika awamu ya pili?

Do any classes of pupils, that is groups taught together, attend school in a second shift?

☐ Yes (1)

☐ No (2)

**Awamu ya pili inanza saa ngapi?**

[Interviewer:](#) *Tumia mfumo wa saa 24 Saa: Dakika*

What time does the second shift start and end?

*Use 24-hour time HH MM*

**Q.11** Start - hour

**Q.12** Start - minutes

**Q.13** End - hour

**Q.14** End - minutes

Classes by shift

Classes by shift

Awamu ipi ambayo kila darasa inahudhuria?

Which shift does each class attend?

Classes by shift			
stdclassID	Standard	Class	Q.1 Shift

Teachers

**Interviewer:** *ROSTA YA WALIMU: Omba kuona orodha ya walimu waliopo kazini sasa. Acha walimu walioko kwenye likizo ndefu. Andika walimu wote walioko kazini bila kujali chanzo cha malipo yao, ukimjumuisha mwalimu mkuu. Andika jina la kila mwalimu aliye kazini kwa sasa katika shule hii. Anza na mwalimu mkuu.*

**TEACHER ROSTER:** *Ask to see the list of all teachers currently working in the school. Exclude teachers who are on long term leave. Include all working teachers regardless of their source of payment. Include the head teacher. Enter the name of each teacher currently working at this school. Start with the head teacher.*

Teacher roster

Je taarifa za jumla ya idadi ya walimu wanaume na wanawake ni sahihi?  
**Interviewer:** *Hakiki muhtasari wa taarifa za mwalimu zilizokusanywa na CAPI. . Hakikisha na mwalimu mkuu kama muhtasari wa taarifa zilizotolewa ni sahihi. Vinginevyo rekebisha rosta ya mwalimu hadi iwe sahihi.*

Is the information on total numbers of male and female teachers correct?  
**Q.1** *Check on summary teacher information generated by CAPI. Check with the head teacher that the summary information is correct. If not make changes to the teacher roster until it is correct.*

☐ Yes (1)

☐ No (2)

Walimu wa kiume / Male teachers: 0  
Walimu wa kike / Female teachers: 0  
Total teachers / Total teachers: 0

Teacher roster

Teacher Roster					
teacher_ID	Q.1 Jina la mwalimu Teacher's name	Q.2 Jinsia Gender	Q.3 Cheo chake Job title	Q.4 Je mwalimu huyu anatarajiwa kufika shuleni kabla ya kuanza awamu ya kwanza? Is this teacher expected to arrive before the start of the first shift?	Delete
1	<input type="text"/>	<div><input type="radio"/> Male (1)</div> <div><input type="radio"/> Female (2)</div>	<div>Please select...</div>	<div><input type="radio"/> Yes (1)</div> <div><input type="radio"/> No (2)</div>	<div>✖</div>
2	<input type="text"/>	<div><input type="radio"/> Male (1)</div> <div><input type="radio"/> Female (2)</div>	<div>Please select...</div>	<div><input type="radio"/> Yes (1)</div> <div><input type="radio"/> No (2)</div>	<div>✖</div>
3	<input type="text"/>	<div><input type="radio"/> Male (1)</div> <div><input type="radio"/> Female (2)</div>	<div>Please select...</div>	<div><input type="radio"/> Yes (1)</div> <div><input type="radio"/> No (2)</div>	<div>✖</div>
4	<input type="text"/>	<div><input type="radio"/> Male (1)</div> <div><input type="radio"/> Female (2)</div>	<div>Please select...</div>	<div><input type="radio"/> Yes (1)</div> <div><input type="radio"/> No (2)</div>	<div>✖</div>
<div>Add Row</div>					



Tch Sampling

[Sampling help](#)

[Teachers teaching](#)

Kufundisha Kiswahili darasa 1-3: 0

Kufundisha Hisabati darasa 1-3: 0

Kufundisha Hisabati darasa 4-7: 0

Walimu waliochaguliwa kwa sampuli darasa la 1 - 3 kwa TDNA Kiswahili na mahojiano

teachersam_ID	Sampling group	Q.1 Selected kiswahili	Q.2 Replaced	Q.3 Replacement
1	Kiswahili std 1-3 T1	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
2	Kiswahili std 1-3 T2	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
3	Kiswahili std 1-3 T3	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>

Walimu waliochaguliwa kwa sampuli darasa la 1 - 3 kwa TDNA Hisabati na mahojiano

teachersam_ID	Sampling group	Q.4 Selected maths 1-3	Q.5 Replaced	Q.6 Replacement
4	Maths std 1-3 T1	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
5	Maths std 1-3 T2	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
6	Maths std 1-3 T3	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>

Walimu waliochaguliwa kwa sampuli darasa la 4 - 7 kwa TDNA Hisabati

teachersam_ID	Sampling group	Q.7 Selected maths 4-7	Q.8 Replaced	Q.9 Replacement
7	Maths std 4-7 T1	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
8	Maths std 4-7 T2	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>
9	Maths std 4-7 T3	<input type="text" value="Please select..."/>	<input type="checkbox"/>	<input type="text" value="Please select..."/>

Teachers teaching

**Interviewer:** Muulize mwalimu mkuu. Tumia ratiba kama rejea ikihitajika.

Ask the headteacher. Use the teaching timetable for reference if needed.

Teachers teaching

teacher_ID	Teacher	Q.1 Je, mwalimu huyu kwa sasa anafundisha darasa la 1 au la 2 au la 3? Is this teacher currently teaching standard 1 or 2 or 3?	Q.2 Je, mwalimu huyu kwa sasa anafundisha Kiswahili darasa la 1 au la 2 au la 3? Is this teacher currently teaching Kiswahili to standard 1 or 2 or 3?	Q.3 Je, mwalimu huyu kwa sasa anafundisha Hisabati? Is this teacher currently teaching maths?	Q.4 Je, mwalimu huyu kwa sasa anafundisha Hisabati darasa la 1 au la 2 au la 3? Is this teacher currently teaching maths to standard 1 or 2 or 3?	Q.5 Je, mwalimu huyu kwa sasa anafundisha Hisabati darasala 4 au 5 au 6 au 7? Is this teacher currently teaching maths to standard 4 or 5 or 6 or 7?
1	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
2	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
3	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)
4	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)

Time tables

**Interviewer:** *RATIBA YA SHULE: Omba ratiba ya shule. Jaza ratiba kwenye ukurasa unaofuata ukitumia 'two dropdown menus' in CAPI (walimu, somo) kama inavyoonyeshwa hapa chini. Ikiwa darasa linaingia katika shifti ya pili, ingiza kipindi cha kwanza, somo na mwalimu, chukulla kipindi hiki kama chakwanza katika ratiba*

**TEACHING TIMETABLE:** *Ask to see the teaching timetable. Fill in the table on the next page using two dropdown menus in CAPI (teachers, subjects) If the class comes in a second shift, enter the first lesson, subject and teacher, into period 1 in the timetable*

Periods		
allstandard_ID	Standard	Q. 1 Dakika kwa kila kipindi Minutes in each period
1	Darasa la 1 / Standard 1	<div></div>
2	Darasa la 2 / Standard 2	<div></div>
3	Darasa la 3 / Standard 3	<div></div>

- Time table Standard 1
- Time table Standard 2
- Time table Standard 3

Time table Standard 1

**Interviewer:** *Copy the time table from the records.*

Time table Std 1																				
dayclass_ID	Day	Class	Q.1 Period 1 Subject	Q.2 Period 1 Teacher	Q.3 Period 2 Subject	Q.4 Period 2 Teacher	Q.5 Period 3 Subject	Q.6 Period 3 Teacher	Q.7 Period 4 Subject	Q.8 Period 4 Teacher	Q.9 Period 5 Subject	Q.10 Period 5 Teacher	Q.11 Period 6 Subject	Q.12 Period 6 Teacher	Q.13 Period 7 Subject	Q.14 Period 7 Teacher	Q.15 Period 8 Subject	Q.16 Period 8 Teacher	Q.17 Period 9 Subject	Q.18 Period 9 Teacher

Time table Standard 2

**Interviewer:** *Copy the time table from the records.*






Time table Std 2																				
dayclass_ID	Day	Class	Q.1 Period 1 Subject	Q.2 Period 1 Teacher	Q.3 Period 2 Subject	Q.4 Period 2 Teacher	Q.5 Period 3 Subject	Q.6 Period 3 Teacher	Q.7 Period 4 Subject	Q.8 Period 4 Teacher	Q.9 Period 5 Subject	Q.10 Period 5 Teacher	Q.11 Period 6 Subject	Q.12 Period 6 Teacher	Q.13 Period 7 Subject	Q.14 Period 7 Teacher	Q.15 Period 8 Subject	Q.16 Period 8 Teacher	Q.17 Period 9 Subject	Q.18 Period 9 Teacher

[Interviewer:](#) Copy the time table from the records.

## Time table Std 3

dayclass_ID	Day	Class	Q.1 Period 1 Subject	Q.2 Period 1 Teacher	Q.3 Period 2 Subject	Q.4 Period 2 Teacher	Q.5 Period 3 Subject	Q.6 Period 3 Teacher	Q.7 Period 4 Subject	Q.8 Period 4 Teacher	Q.9 Period 5 Subject	Q.10 Period 5 Teacher	Q.11 Period 6 Subject	Q.12 Period 6 Teacher	Q.13 Period 7 Subject	Q.14 Period 7 Teacher	Q.15 Period 8 Subject	Q.16 Period 8 Teacher	Q.17 Period 9 Subject	Q.18 Period 9 Teacher
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## Time table before lunch

teacher_ID	Teacher	Q.2 Je, hii ni ratiba ya mwalimu ya kufundisha kipindi cha kabla ya chakula cha mchana leo, siku ya kwanza ya utafiti? Is this teacher timetabled to teach during the period before lunch today, the first day of the survey?	Q.3 Je, hii ni ratiba ya mwalimu ya kufundisha kipindi cha kabla ya chakula cha mchana kesho, siku ya pili ya utafiti? Is this teacher timetabled to teach during the period before lunch tomorrow, the second day of the survey?	Delete
2	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	
3	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	
4	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	
5	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	
6	(unanswered)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	

StartRecordsOverviewTeachersTch SamplingTime tablesPupil SamplingHead TeacherTrainingLeadershipTch ManagementExternal supportMoraleFacilitiesEnd

Pupil Sampling

Sampling help

Q.1 How many Standard 3 pupils are present today?

Random start: (unanswered)

Q.2 Interviewer: Copy the start exactly from the label displayed above this question.

1	(unanswered)	6	(unanswered)	11	(unanswered)
2	(unanswered)	7	(unanswered)	12	(unanswered)
3	(unanswered)	8	(unanswered)	13	(unanswered)
4	(unanswered)	9	(unanswered)	14	(unanswered)
5	(unanswered)	10	(unanswered)	15	(unanswered)

Sampled pupils

pupilset_ID	Q.3 Selection number	Q.4 Pupil name	Q.5 Interviewer ID	Q.6 Replaced	Q.7 Replacement ID	Q.8 Reason for replacement	Delete
1	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>Please select...</div>	<div>×</div>
2	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>Please select...</div>	<div>×</div>
3	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>Please select...</div>	<div>×</div>
4	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>Please select...</div>	<div>×</div>

Add Row

Start	Records	Overview	Teachers	Tch Sampling	Time tables	Pupil Sampling	Head Teacher	Training	Leadership	Tch Management	External support	Morale	Facilities	End
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Head Teacher

**Sasa nitapenda kukuuliza maswali kuhusu habari zako za awali.**

Now I would like to ask you some questions about your background.

**Unaitwa nani?**

Q.1 What is your name?

**Una cheo gani hapa shuleni?**

Q.2 What is your position at the school?

**Kwa nini Mwalimu Mkuu hayupo shuleni leo?**

Q.3 Why is the headteacher absent from school today?

**Interviewer:** Rekodi jinsia ya mwalimu mkuu

Q.4 Record the gender of headteacher ☐ Male (1) ☐ Female (2)

**Una umri gani?**

Q.5 **Interviewer:** Andika umri wa miaka katika kisanduku.  
How old are you?

**Umekuwa mwalimu mkuu kwa miaka mingapi katika shule hii?**

**Interviewer:** Andika idadi ya miaka.  
Kama ni chini ya mwaka mmoja, andika 0.  
If the teacher does not know - code 98  
If the teacher refuses to answer - code 97

Q.6 How many years have you been a head teacher at this school?  
Record the number of years. If less than 1 year, write 0.  
If the teacher does not know - code 98  
If the teacher refuses to answer - code 97

**Je, una sifa katika fani ya elimu?**

Q.7 Do you hold a professional education qualification? ☐ Yes (1) ☐ No (2) ☐ Refused (7) ☐ Don't know (8)

**Una sifa ipi kubwa katika fani ya elimu?**

Q.8 What is the highest professional education qualification you hold?

**Je, umefikia kiwango gani cha juu cha elimu?**

Q.9 What is your highest level of academic education?

Training

Sasa ningependa kukuuliza maswali kuhusiana na mafunzo. Mafunzo haya ni yale ambayo umeyapata ukiwa kazini kama mwalimu mkuu, mafunzo ya muda mfupi na semina.

Now I would like to ask you some questions about in-service training. This means training which you have received while you are employed, and actively working, as a head teacher, usually short courses and seminars.

Katika kipindi cha miaka ya 2012 na 2013, je umehudhuria mafunzo kazini ya mpango wa maendeleo ya shule na uongozi?

Q.1

During the calendar years 2012 and 2013, did you attend any in-service training on school development planning and management?

Yes (1)

No (2)

Refused (7)

Don't know (8)

In-service training				
httraining_ID	Q.2 Mafunzo kazini uliyohudhuria katika kipindi cha miaka ya 2012 na 2013 yanaitwaje? What was the name of the in-service training you attended in 2012 and 2013?	Q.3 Nani alitoa mafunzo hayo? Who provided the training?	Q.4 Mafunzo yalichukua muda gani, ukijumlisha kozi nyingine pamoja? How many days did the training take, adding any separate courses together?	Delete
1	<div></div>	<div>Please select...</div>	<div></div>	<div></div>

Add Row

Leadership

**Sasa nitakuuliza maswali kuhusu uongozi wa shule.**

Now I would like to ask you some questions about school management.

**Je, una mpango wa jumla wa maendeleo ya shule kwa mwaka huu wa 2014?**

**Q.1**  
Do you have a Whole School Development Plan for the current school year 2014?

Please select... ▼

Interviewer: Omba kuona mpango wa maendeleo ya shule 2014:

Je, mpango wa maendeleo upo kwa kwa mwaka huu?

**Q.2**  
Ask to see the school development plan 2014:  
Is a school development plan available for the current school year?

☐ Yes (1)

☐ No (2)

Mpango wa maendeleo wa shule una vipengele gani?

Interviewer: Pitia mpango huo na mwalimu mkuu na weka vema kwa YOTE yanayohusika.  
Usimsomee majibu

Which components does the Whole School Development Plan include?

Review the plan with the headteacher and tick ALL options that apply.

Do NOT read out the options

**School Development Plan Topic**

devplantopic_1	School development plan topics	Q.3 Component
1	Ubora wa vifaa vya shule Improvements to school facilities	<input type="checkbox"/>
2	Malengo ya kufundisha na kujifunza Teaching and learning objectives	<input type="checkbox"/>
3	Mikakati ya kuendeleza Mthani wa Kumaliza Elimu ya Msingi (PSLE) alama au mthani wa taifa wa darasa la 4 Strategy to improve Primary School Leaving Exam (PSLE) scores or std 4 National Exam scores	<input type="checkbox"/>
4	Mikakati ya kupunguza wanafunzi wanaoacha shule au watoro Strategy to reduce drop out or pupil absenteeism	<input type="checkbox"/>
5	Mikakati ya kuendeleza wasichana kujifunza Strategy for how to improve girls' learning	<input type="checkbox"/>
6	Mikakati ya kuwezesha kuleta mabadiliko ya kwenda sekondari Strategy to improve transition to secondary school	<input type="checkbox"/>
7	Bajeti Budget	<input type="checkbox"/>



8	Takwimu za msingi na malengo Baseline data and targets	
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**Q.4 Kuna kamati ya shule katika shule hii, kamati ya Shule – ni kamati inayojumuisha wazazi?**

Is there a School Committee at this school, a committee that includes parents?

☐ Yes (1)
 ☐ No (2)
 ☐ Refused (7)
 ☐ Don't know (8)

**Q.5**

Ni mada ipi iliyozungumzwa na kamati ya shule kwenye mkutano wa mwisho?  
*Interviewer: Omba kuona miniti za vikao vya kamati ya shule.  
 Pitia miniti za kikao cha mwisho cha kamati ya shule ukiwa na mwalimu mkuu. Jibu MOJA tu.  
 Kubali majibu ya mdomo ikiwa miniti hazipatikani.*

Ask to see the minutes of school committee meetings.  
 Review the minutes of the last school committee meeting and code the main topic of the last school committee meeting.  
 Accept a verbal response if minutes are not available.

Please select...

**Q.6**

Je, miniti za kikao cha kamati ya shule kilichopita zipo?  
 Were the school committee minutes from the last meeting available?

☐ Yes (1)
 ☐ No (2)

**Q.7**

Kwa kutumia kipimo cha 1 hadi 5, 1 ikimaanisha mbaya sana na 5 ikimaanisha nzuri sana, unakadiriaje mchango wa kamati ya shule katika kusaidia maendeleo ya shule?  
*Interviewer: Muonyeshe kadi ya ngazi.*

On a scale from 1 to 5, where 1 means very poor and 5 means very good, how do you assess the School Committee contribution/support to the school?  
 Show the respondent the show card

Please select...

**Q.8**

**Je, kuna kikundi cha wazazi na walimu hapa shuleni ambacho kinakutana mara kwa mara?**

Is there a Parent-Teacher Association for this school?

☐ Yes (1)
 ☐ No (2)
 ☐ Refused (7)
 ☐ Don't know (8)

**Q.9**

**Je mikutano kati ya wazazi na walimu katika shule hii hufanyika angalau mara moja kwa mwaka?**

Do you hold meetings between parents and teachers at this school, at least once per year?

☐ Yes (1)
 ☐ No (2)
 ☐ Refused (7)
 ☐ Don't know (8)

Ni mada ipi iliyozungumzwa katika mkutano wa mwisho wa wazazi na walimu?

**Interviewer:** Omba kuona miniti za kikao cha wazazi na walimu Pitia miniti za kikao cha mwisho cha wazazi na walimu akiwemo mwalimu mkuu. Kubali majibu ya mdomo ikiwa miniti hazipatikani.

Q.10

What was the main topic discussed at the last parents-teachers meeting?

Ask to see the minutes of parents-teachers meetings Review the minutes of the last parents-teachers meeting with the headteacher.

Accept a verbal response if minutes are not available.

Please select...

Je, miniti za kikao cha kamati ya wazazi na walimu kilichopita zipo?

Q.11

Were the minutes of the last parents - teachers meeting available?

☐ Yes (1)

☐ No (2)

**Kwa kutumia kipimo cha 1 hadi 5, 1 ikimaanisha mbaya sana na 5 ikimaanisha nzuri sana, unakadiriaje mchango wa jamii katika kusaidia maendeleo ya shule?**

**Interviewer:** Muonyeshe kadi ya ngazi.

Q.12

On a scale from 1 to 5, where 1 means very poor and 5 means very good, how do you assess community contribution/support to the school?

Show the respondent the show card

Please select...

**Je, shule yako ilipata mali/rasilimali za namna yoyote katika kipindi cha miaka ya 2012 na 2013 kama vitabu, samani za madarasa au miundombinu mipya?**

**Interviewer:** Usijumuishe mali za msaada zilizonunuliwa kwa kutumia fedha za kapitashen.

Q.13

Did your school receive any resources in-kind in the calendar years 2012 and 2013, such as textbooks, classroom furniture or new infrastructure?

Do not include resources in-kind which were purchased using per-capita grant funds.

Please select...

In kind resources provided to school			
inkindres_ID	Type of resources received	Q.14 Ni aina gani ya mali/rasilmali ambazo shule hii ilipata katika kipindi cha miaka ya 2012 na 2013? What type of resources did this school receive in the calendar years 2012 and 2013?	Q.15 Taasisi/shirika lipi lilitoa mali/rasilmali hizo shuleni? Organisation/agency provided resources to the school?
1	<b>Vitabu vya kiada</b> Textbooks	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
2	<b>Samani za darasani</b> Classroom furniture	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
3	<b>Darasa/madarasa</b> Classroom/s	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
4	<b>Maji/vyoo</b> Water/toilets	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
5	<b>Nyumba za walimu</b> Teachers' houses	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
6	<b>Nyingine</b> Other	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>
7	<b>Nyingine</b> Other	<input type="radio"/> Yes (1) <input type="radio"/> No (2)	<div>Please select...</div>

Mitaji mingine - eleza ipi

**Q.16**
Other resources - specify which

Mitaji mingine - eleza ipi

**Q.17**
Other resources - specify which

Shule ilitegemea kupata kiasi gani kwa kila mwanafunzi kutoka mfuko wa Kapitashen katika kipindi cha miaka ya 2012 na 2013?

**Interviewer:** Andika kiasi cha fedha kwa TSH au dola za US kwa kila mwanafunzi na andika aina ya pesa.

How much was the school supposed to receive for each pupil for the per capita grant in the calendar years 2012 and 2013?

Write amount in TSH or USD per pupil and mark the currency reported

Msaada kwa 2012

**Interviewer:** Andika geresho 99998 ikiwa hajui

Q.18

2012 grant

Code 99998 for 'Don't know'

Aina ya pesa

Q.19

Currency reported

☐ Tanzanian Shilling  
(TZS) (1)

☐ US Dollar (USD) (2)

Msaada kwa 2013

**Interviewer:** Andika geresho 99998 ikiwa hajui

Q.20

2012 grant

Code 99998 for 'Don't know'

Aina ya pesa

Q.21

Currency reported

☐ Tanzanian Shilling  
(TZS) (1)

☐ US Dollar (USD) (2)

**Je, shule imepata kapiteshen yoyote ndani ya kipindi cha  
miaka ya 2012 na 2013 iliyopita?**

Q.22

Did the school receive any per capita grants in the calendar years 2012  
and 2013?

☐ Yes (1)

☐ No (2)

☐ Refused (7)

☐ Don't know (8)

Per Capita Grants

# Per Capita Grants

**Shule ilipata kapiteshen ya kiasi gani katika kipindi cha miaka 2, yaani ndani ya kipindi cha miaka ya 2012 na 2013?**

**Interviewer:** *Omba kuona rekodi za kapiteshen walizopata. Angalia kuwa rekodi zote zinapatikana.*

*Andika mwaka, mwezi, na kiasi kilichotolewa.*

How much did the school receive in per capita grants in the calendar years 2012 and 2013?

*Ask to see records of per capita grants received. Check that all are available.*

*Record the year, month and amount of each payment.*

## Per Capita Grants

grant_ID	Q.1 Kiasi kwa TShs Amount in Tsh	Q.2 Ni lini shule ilipata kila malipo fedha hizo? When did the school receive each payment? Year YYYY	Q.3 Mwezi Month	Q.4 Robo ipi ambayo kila kapiteshen ilitegemea kugharimia? Which quarter is each per capita grant expected to cover?	Delete

Add Row

Je, rekodi zote za kapiteshen iliyopatikana shuleni katika miaka ya 2012 na 2013 zipo?

**Q.5**

Are the records of all of the per capita grant payments made to the school in 2012 and 2013 available?

☐ Yes (1) ☐ No (2) ☐ Refused (7) ☐ Don't know (8)

Je, shule ilipata kapitashen kwa fedha taslim au kupitia akaunti ya benki ya shule?

**Q.6**

Does the school receive capitation grant payments in cash or into a school bank account?

☐ Yes (1) ☐ No (2) ☐ Refused (7) ☐ Don't know (8)

Kwa malipo ya mwisho ya kapiteshen, kuna rekodi za matumizi kwa mnyambuo wa kila manunuzi?

**Interviewer:** *Uliza uonyeshwe rekodi ya matumizi ya kapitashen.*

**Q.7**

For the last capitation grant payment, is there a record of expenditure available with a breakdown by items purchased?

*Ask to see a record of expenditure for the last capitation grant payment.*

☐ Yes (1) ☐ No (2) ☐ Refused (7) ☐ Don't know (8)

Tch Management

**Sasa ningependa nikuulize maswali yanayohusu walimu hapa shuleni kwako.**

Now I would like to ask you some questions about the teachers in your school.

**Ni mbinu gani kuu unaitumia kutathmini utendaji kazi wa walimu shuleni kwako?**

**Q.1**

What is the most important factor you use to assess teacher performance at your school?

Please select...

**Katika shule yako, kuna tuzo kwa walimu wanaofanya vizuri sana?**

**Q.2**

In your school, are there any rewards for teachers who perform well?

☐ Yes (1) ☐ No (2) ☐ Refused (7) ☐ Don't know (8)

**Kwa shule yako, kuna aina ipi ya tuzo kwa walimu wanaofanya vizuri?**

**Interviewer:** *Weka vema yote yanayostahili.*

At your school, what types of rewards are there for good teacher performance?

*Tick ALL that apply.*

Teacher rewards		
teacherreward	Teacher rewards	Q.3 Which reward?
1	Ya fedha Financial	<input type="checkbox"/>
2	Vifaa (zana) Material (in-kind resources)	<input type="checkbox"/>
3	Kusifiwa kwa kuelezwa Verbal recognition	<input type="checkbox"/>
4	Cheti au kikombe au medali Certificate or cup or medal	<input type="checkbox"/>
5	Kupandisha cheo shuleni / Promotion within school	<input type="checkbox"/>
6	Safari au matukio / Trips or events	<input type="checkbox"/>
96	Nyingine Other	<input type="checkbox"/>

Q.4 Other reward - specify:

**Ni mara ngapi ndani ya kipindi cha siku 60 zilizopita, umefanya mikutano na walimu?**

**Interviewer:** Omba kitabu cha mikutano ya walimu ili kuangalia mikutano imefanyika mara ngapi.  
*Andika idadi. Kama hakuna, andika 0.*

Q.5

How many times in the last 60 days, did you hold a staff meeting?

*Ask to see the minutes of staff meetings to check the number.*

*Write number. If none, write 0.*

Je, ni mada ipi ilizungumzwa katika kikao kilichopita?

**Interviewer:** Pitta miniti za kikao cha walimu kilichopita akiwemo mwalimu mkuu.

Q.6

What was the main topic discussed at the last staff meeting?

*Review the minutes of the last staff meeting meeting with the headteacher.*

Start	Records	Overview	Teachers	Tch Sampling	Time tables	Pupil Sampling	Head Teacher	Training	Leadership	Tch Management	External support	Morale	Facilities	End
-------	---------	----------	----------	--------------	-------------	----------------	--------------	----------	------------	----------------	------------------	--------	------------	-----

External support

**Sasa ningependa nikuulize maswali juu ya kutembelewa shuleni na Waratibu wa Elimu Kata na wakaguzi wa shule wa Wilaya.**

Now I would like to ask you some questions about visits he school receives from the Ward Education Coordinator and District School Inspector.

---

**Katika mwaka wa masomo 2013, ni mara ngapi shule yako ilikaguliwa au kutembelewa na Mratibu Elimu kata?**  
[Interviewer:](#) *Omba kuona kitabu cha wageni.*  
*Andika mara ngapi wametembelea.*  
*Kama hawajawatembelea andika 0*

**Q.1** During the school year 2013, how many times did your school receive an inspection or support visit from the Ward Education Coordinator?  
*Ask to see the education visitors' logbook.*  
*Write number of visits.*  
*If none write 0.*

---

**Q.2** Mratibu wa shule alipotembelea shule yenu mara ya mwisho, ni eneo gani kubwa alilipendelea?  
 During the Ward Education Coordinator's last visit, what was the main area the Ward Education Coordinator was interested in?

Please select...

---

**Kwa kutumia kipimo cha 1 hadi 5, 1 ikimaanisha mbaya sana na 5 ikimaanisha nzuri sana, unakadiriaje mchango wa Mratibu wa Elimu Kata katika kusaidia maendeleo ya shule?**  
[Interviewer:](#) *Muonyeshe kadi ya ngazi.*

**Q.3** On a scale from 1 to 5, where 1 means very poor and 5 means very good, how do you assess the Ward Education Coordinator's contribution/support to the school?  
*Show the respondent the show card*

Please select...

---

**Katika mwaka wa masomo 2013, ni mara ngapi shule yako ilikaguliwa au kutembelewa na mkaguzi wa shulewa wilaya?**  
[Interviewer:](#) *Omba kuona kitabu cha wageni.*  
*Andika ni mara ngapi wametembelewa.*  
*Kama hawajatembelewa, andika 0*

**Q.4** During the school year 2013, how many times did your school receive an inspection or support visit from the District School Inspector?  
*Ask to see the education visitors' logbook.*  
*Write number of visits.*  
*If none write 0.*



Morale

Fikiria ngazi kumi za kuridhika na kazi yako, ngazi ya kwanza wapo watu ambao hawaridhiki kabisa na kazi yao na ngazi ya juu, ya kumi, wapo wale ambao wameridhika sana na kazi yao.

Imagine a ten step ladder, where on the bottom, the first step, stand people who are completely unsatisfied about their job, and on the highest, the tenth step, stand those who are extremely satisfied about their job.



**Leo hii upo ngazi ya ngapi?**

**Q.1**

On which step are you today?

Please select...

**Je leo walimu wako wengi wapo kwenye ngazi ipi ?**

**Q.2**

On which step are most of your teachers today?

Please select...

**Kwenye ngazi ile ile ya 1 hadi 10, ikiwemo 1 chini na 10 juu, unafikiriaje jamii inayozunguka shule inathamini kwa kiasi gani kazi zako kama mwalimu mkuu?**

**Q.3**

On the same 1 to 10 step scale, where 1 is low and 10 is high, how much do you feel the community around this school values your role as a head teacher?

Please select...

Facilities

Sasa napenda kukuuliza maswali kuhusu vyumba na mazingira ya shule

Now I would like to ask you some questions about the physical facilities in the school.

Je, shule ina chumba cha walimu, ambacho kinajitegemea, ambapo walimu wanaweza kufanya kazi?

Q.1

Does the school have a staff room, that is a separate room where teachers can work?

☐ Yes (1)

☐ No (2)

Je shule ina chanzo cha umeme?

Q.2

Does the school have a source of electricity?

☐ Yes (1)

☐ No (2)

Je, kwa leo unawaka?

Q.3

Is it functioning today?

☐ Yes (1)

☐ No (2)

Shule ina kompyuta inayofanya kazi?

Q.4

Does the school have any working computers?

☐ Yes (1)

☐ No (2)

Je shule ina kompyta ngapi zinazofanya kazi?

Q.5

How many working computers does the school have?

Je, kuna chanzo cha maji ya kunywa ndani ya eneo la shule?

Q.6

Is there a source of drinking water on the school premises?

☐ Yes (1)

☐ No (2)

Je shule ina chanzo gani cha maji ya kunywa?

Q.7

What drinking water source does the school have?

Please select...

Je, maji ya kunywa leo yapo?

Q.8

Is drinking water available today?

☐ Yes (1)

☐ No (2)

End

Q.1 [Interviewer:](#) *Mark the end of the interview/test!*

Get time

Q.2 Comment for enumerator