AFRICAN POPULATION AND HEALTH RESEARCH CENTER
EDUCATION RESEARCH PROGRAMME
PRIMARY SCHOOL INSTITUTIONAL QUESTIONNAIRE (Q302_HTR)
EVALUATION OF THE EAQEL INTERVENTION (KE_ENDLINE_JUNE/JULY 2011)
THIS QUESTIONNAIRE SHOULD BE ADMINISTERED TO THE HEAD TEACHER ONLY

1.0 BACKGROUND INFORMATION

1.1 START TIME

1.2 DATE OF INTERVIEW (DD/ MM/ YYYY)

1.3 FIELD INTERVIEWER’S (FI) CODE

1.4 COUNTRY 1=KENYA; 2=UGANDA

1.5 NAME OF DISTRICT 1=KWALE; 2=KINANGO; 3=DOKOLO; 4=AMOLATAR

1.6 NAME OF DIVISION/SUB-COUNTY

1.7 NAME OF ZONE

1.8 NAME OF CLUSTER

1.9 FULL NAME OF SCHOOL

1.10 SCHOOL CODE FROM EXAMINING/ REGISTERING BODY

1.11 GIVE REASON IF SCHOOL DOES NOT HAVE CODE

1.12 INTRODUCTION AND CONSENT

Good morning/ afternoon/ evening sir/ madam. My name is (NAME OF FIELD INTERVIEWER). I work with the African Population and Health Research Center (APHRC) which carries out research on Education, Health, Urbanization, and Well being. The APHRC works in Kenya and in the sub-Saharan Africa region. Under the Education theme, we visit primary schools to collect data on school infrastructure, enrolment, staffing, teaching, learning and management. This time round, we are visiting primary schools in Kenya and Uganda in order to collect these data. Your school [NAME OF SCHOOL] has been randomly selected and we are here today to ask for your consent in this respect. The results of this research may be disseminated to schools participating in the study and at national level in the two countries (Kenya and Uganda) order to inform education policy.

Your responses will be held with utmost confidentiality and will only be available to members of the research team. The study will not cause any disadvantage to you, or your school. If you accept that they participate in this research, you will be doing so professionally and voluntarily and there will not be any monetary returns. Any benefits of the research will be policy oriented intended to improve the teaching and learning processes in schools in the two countries. You are free to ask questions as we proceed and you are also at liberty not to respond to questions you do not feel comfortable answering. This interview will take about one hour.

1.13 Would you like your school to participate in this research? 1=YES; 2=NO;  
[IF 1=YES, THANK THE RESPONDENT AND PROCEED TO SECTION 2.0]

1.14 Kindly let me know the reason why you would not wish your school to participate in this research?
1=TOO BUSY/ DO NOT HAVE TIME; 2= TIRED OF RESEARCH; 3= RESEARCH NOT BENEFICIAL; 4= NOT INTERESTED; 6=OTHER (specify)

CHECK 1.13: [IF 2=NO, THANK THE RESPONDENT, AND GO TO SECTION 10.0]

2.0 HEAD TEACHER-SPECIFIC DATA

I would like to ask you some questions related to (NAME OF SCHOOL). But before I do that, could you tell me a little bit about yourself and the position you hold in this school?

2.1 What is your full name

2.6 What is your typical means of transport from your residence to this school?
01=WALKING; 02=BICYCLE; 03=MOTOR-CYCLE; 04=PUBLIC TRANSPORT; 05=DRIVING PRIVATE/ SCHOOL VEHICLE; 96=OTHER (specify)

2.7 Using this means in 2.6, how long does it take you to get to school  
[ENTER RESPONSE IN MINUTES e.g. 2hrs=120 minutes]
2.8 As a Headteacher in this school, what would you say is the task on which you spend the **MOST** time? 

- 01 = DISCIPLINING LEARNERS; 02 = LIAISING WITH PARENTS; 
- 03 = FINANCIAL MANAGEMENT (INCLUDING FUNDRAISING); 
- 04 = OVERSEEING TEACHING CURRICULUM; 
- 05 = COORDINATING SCHOOL BOARD, GOVERNING BODY; 
- 06 = ADMINISTRATION AND DEPARTMENTAL REPORTING; 07 = SUPERVISING TEACHERS; 
- 08 = OFFICIAL MEETINGS; 96 = OTHER (specify) 

2.9 As a Headteacher in this school, what would you say is the task on which you spend the **LEAST** time? 

- 01 = DISCIPLINING LEARNERS; 02 = LIAISING WITH PARENTS; 
- 03 = FINANCIAL MANAGEMENT (INCLUDING FUNDRAISING); 
- 04 = OVERSEEING TEACHING CURRICULUM; 
- 05 = COORDINATING SCHOOL BOARD, GOVERNING BODY; 
- 06 = ADMINISTRATION AND DEPARTMENTAL REPORTING; 07 = SUPERVISING TEACHERS; 
- 08 = OFFICIAL MEETINGS; 96 = OTHER (specify) 

2.10 What would you consider the **MOST** problematic issue you face in making this a good school? 

- 01 = DISCIPLINE; 02 = LACK OF RESOURCES/ FINANCES/ POVERTY; 
- 03 = LACK OF PARENTAL/ FAMILY INVOLVEMENT; 04 = BULLYING/ FIGHTING; 
- 05 = SAFETY/ SECURITY; 06 = TEACHER ABSENTEEISM; 07 = LEARNER ABSENTEEISM; 
- 08 = LARGE CLASS SIZE; 09 = INADEQUATE TEACHERS; 10 = LEARNERS NOT DOING THEIR WORK; 
- 11 = TEACHERS NOT DOING JOBS/ LACK OF GOOD TEACHING; 12 = LANGUAGE; 
- 13 = LACK OF KNOWLEDGE/ NO INTEREST; 14 = NEW POLICIES/ WORKLOAD/ CANNOT COVER SYLLABUS; 
- 15 = LATENESS; 16 = NO PROBLEM; 17 = SMALL CLASS SIZE; 
- 96 = OTHER (specify) 

2.11 What is the **MOST** pressing problem you face in dealing with class 1-3 learners in your school? 

- 01 = DISCIPLINE; 02 = LACK OF RESOURCES/ FINANCES/ POVERTY; 
- 03 = LACK OF PARENTAL/ FAMILY INVOLVEMENT; 04 = BULLYING/ FIGHTING; 
- 05 = SAFETY/ SECURITY; 06 = TEACHER ABSENTEEISM; 07 = LEARNER ABSENTEEISM; 
- 08 = LARGE CLASS SIZE; 09 = INADEQUATE TEACHERS; 10 = LEARNERS NOT DOING THEIR WORK; 
- 11 = TEACHERS NOT DOING JOBS/ LACK OF GOOD TEACHING; 12 = LANGUAGE; 
- 13 = LACK OF KNOWLEDGE/ NO INTEREST; 14 = NEW POLICIES/ WORKLOAD/ CANNOT COVER SYLLABUS; 
- 15 = LATENESS; 16 = NO PROBLEM; 17 = SMALL CLASS SIZE; 
- 96 = OTHER (specify) 

2.12 How many of the families of the learners in your school in class 1-3 do you know? 

- 01 = ALL THE FAMILIES; 02 = THREE QUARTERS OF THE FAMILIES; 
- 03 = ABOUT HALF OF THE FAMILIES; 04 = ABOUT A QUARTER OF THE FAMILIES; 
- 05 = NONE OF THE FAMILIES; 96 = OTHER (specify) 

2.13 Is teacher absenteeism a significant problem at your school in class 1-3? 

- 1 = YES, FOR A FEW OF THE TEACHERS; 2 = YES, FOR ABOUT HALF THE TEACHERS; 
- 3 = YES, FOR MOST OF THE TEACHERS; 4 = NO PROBLEM 

[IF 4, SKIP TO 2.15] 

2.14 What do you think is the **MAIN** reason why teachers of grades 1-3 are absent? 

- 01 = DOMESTIC RESPONSIBILITIES; 02 = LIVING FAR FROM THE SCHOOL; 
- 03 = PROBLEM WITH TRANSPORT; 04 = ILLNESS; 05 = UNION MEETINGS; 06 = PAY RELATED; 
- 07 = TRAINING; 96 = OTHER (specify) 

2.15 About how many teachers of grades 1-3 are absent today? **[WRITE 00, IF NONE]** 

A = FEMALE 

B = MALE
2.16 What is the **MOST** pressing problem you face in dealing with teachers in your school in classes 1-3?

01=DISCIPLINE; 02=LACK OF RESOURCES/FINANCES/POVERTY; 03=LACK OF PARENTAL/FAMILY INVOLVEMENT; 04=BULLYING/FIGHTING; 05=Safety/Security; 06=TEACHER ABSENTEEISM; 07=LEARNER ABSENTEEISM; 08=LARGE CLASS SIZE; 09=INADEQUATE TEACHERS; 10=LEARNERS NOT DOING THEIR WORK; 11=TEACHERS NOT DOING JOBS/LACK OF GOOD TEACHING; 12=LANGUAGE; 13=LACK OF KNOWLEDGE/NO INTEREST; 14=NEW POLICIES/WORKLOAD/CANNOT COVER SYLLABUS; 15=LATENESS; 16=NO PROBLEM; 17=SMALL CLASS SIZE; 96=OTHER (specify)

2.17 Do you think grade 1-3 teachers in this school complete the required yearly curriculum?

1=YES, COMPLETELY; 2=YES, PARTIALLY; 3=NO; 8=DON’T KNOW

2.18 Do you as a Headteacher do lesson observation of your grade/class 1-3?

1=OFTEN; 2=SOMETIMES; 3=RARELY; 4=NEVER

2.19 How many times did a Mathematics or English curriculum or subject advisor from the zonal/division/district or province visit mathematics and English teachers in class 1-3 in your school in the last 18 months?

**WRITE 00 IF THERE WERE NO VISITS**

A MATHEMATICS

B ENGLISH

2.20 How often do you deal with learner discipline problems in grade 1-3 in your school?

01=SEVERAL TIMES A DAY; 02=ONCE A DAY; 03=SEVERAL TIMES A WEEK; 04=ONCE A WEEK; 05=LESS THAN ONCE A MONTH; 06=NEVER; 96=OTHER (SPECIFY)

2.21 How often do learners in grade 1-3 in your school hurt or threaten other learners?

01=SEVERAL TIMES A DAY; 02=ONCE A DAY; 03=SEVERAL TIMES A WEEK; 04=ONCE A WEEK; 05=LESS THAN ONCE A MONTH; 06=NEVER; 96=OTHER (SPECIFY)

2.22 How often do teachers of grade/class/standard 1-3 in your school hurt or threaten learners?

01=SEVERAL TIMES A DAY; 02=ONCE A DAY; 03=SEVERAL TIMES A WEEK; 04=ONCE A WEEK; 05=LESS THAN ONCE A MONTH; 06=NEVER; 96=OTHER (SPECIFY)

2.23 How often do outsiders hurt or threaten learners in your school?

01=SEVERAL TIMES A DAY; 02=ONCE A DAY; 03=SEVERAL TIMES A WEEK; 04=ONCE A WEEK; 05=LESS THAN ONCE A MONTH; 06=NEVER; 96=OTHER (SPECIFY)

2.24 What activity takes you out of school most often?

01=UNION MEETINGS; 02=DEPARTMENTAL AND COMMITTEE MEETINGS; 03=CONSULTATIONS WITH OTHER TEACHERS; 04=DOMESTIC RESPONSIBILITIES RELATED TO SECOND JOB; 05=RESPONSIBILITIES RELATED TO MY COMMUNITY SUCH AS LOCAL POLITICS; 07=CONSULTATIONS WITH LEARNERS; 08=CONSULTATIONS WITH PARENTS OR GUARDIANS OF LEARNERS; 09=TRAINING OR PROFESSIONAL DEVELOPMENT; 96=OTHER (specify)

99=I AM NEVER TAKEN OUT OF MY SCHOOL

2.25 Who do you think is the **MOST** responsible for improving teaching in your school?

01=THE TEACHERS; 02=THE HEAD TEACHER; 03=DISTRICT EDUCATION OFFICERS; 04=PROVINCIAL EDUCATION OFFICERS; 05=NATIONAL EDUCATION OFFICERS; 05=ALL THE ABOVE; 96=OTHER (specify)
### 3.0 SCHOOL BACKGROUND

3.1 What highest level of instruction does (NAME OF SCHOOL) offer?
- 0=PRE-PRIMARY; 1=PRIMARY; 2=UNCLASSIFIED (SPECIFY)

[IF 2, SKIP TO 3.3]

3.8 Does (NAME OF SCHOOL) receive regular financial assistance such as salaries of the teachers or purchases of books, from the central government, city council, or any other body?

A =Central Government  
1=YES; 2=NO

B=City Council  
1=YES; 2=NO

C=Others  
1=YES; 2=NO

3.9 Does (NAME OF THE SCHOOL) follow the Ministry of Education, integrated or any other internationally approved curriculum (such as the British or American syllabus)?
- 1=MINISTRY OF EDUCATION, 2=INTEGRATED, 3=INTERNATIONALLY APPROVED
- 6=OTHER (SPECIFY)

### 4.0 SCHOOL FACILITIES

4.1 Does the school keep any records on the following:

<table>
<thead>
<tr>
<th>Record Type</th>
<th>Yes</th>
<th>Seen</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Text books (bought/received)</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>B School enrollments</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>C Examination Results</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>D Inventory of equipment</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

4.2 Are there textbooks provided by the school for the pupils to use in grades 1-3?
- 1=YES; 2=NO

[IF 2, SKIP TO 4.6]

4.2A Are pupils in grades 1-3 allowed to carry the school textbooks home?
- 1=YES, 2=NO

[IF 1=YES, SKIP TO 4.2C]

4.2B Why are pupils not allowed to carry the school textbooks home?

USE CODE A BELOW

[SKIP TO 4.2D]

4.2C Under what circumstances are pupils of grades 1-3 allowed to take the textbooks out of school?

1=ONLY WHEN ASSIGNMENTS ARE GIVEN; 2=ON REQUEST; 3=ASSIGNED THE BOOK WITHOUT RESTRICTIONS; 6=OTHER (Specify)

4.2D Are there regular assignments given to the pupils in grade 1-3 that require them to use school textbooks?
- 1=YES; 2=NO

[IF 1=YES, SKIP TO 4.2F]

4.2E Why are there no such assignments requiring use of school textbooks for pupils in grade 1-3?

USE CODE B BELOW; IF 96=OTHER, SPECIFY HERE

4.2F Are the books for the following subjects, 1=Adequate; 2=Not Adequate; 6=Other (Specify)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Code A</th>
<th>Code B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kiswahili</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>English</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CODE A**

<table>
<thead>
<tr>
<th>Code</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Books are few</td>
</tr>
<tr>
<td>12</td>
<td>For security/ may lose them</td>
</tr>
<tr>
<td>13</td>
<td>Fear of mishandling them</td>
</tr>
<tr>
<td>15</td>
<td>Fear they may be sold</td>
</tr>
<tr>
<td>16</td>
<td>Fear they may forget them at home</td>
</tr>
<tr>
<td>17</td>
<td>So as to motivate parents to buy more text books</td>
</tr>
<tr>
<td>18</td>
<td>Fear they may transfer to other schools with them</td>
</tr>
<tr>
<td>19</td>
<td>They do not utilise the books at home</td>
</tr>
</tbody>
</table>

**CODE B**

<table>
<thead>
<tr>
<th>Code</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>Teachers are tired/too busy/lazy</td>
</tr>
<tr>
<td>22</td>
<td>To allow children to rest</td>
</tr>
<tr>
<td>23</td>
<td>Teachers write on the board</td>
</tr>
<tr>
<td>24</td>
<td>There is shortage of text books</td>
</tr>
<tr>
<td>96</td>
<td>OTHER (Specify)</td>
</tr>
</tbody>
</table>
4.3 CONFIRM AVAILABILITY OF TEXTBOOKS FOR GRADES OFFERED AT THE SCHOOL IN 4.3A
IF 2 OR 9, GO TO NEXT GRADE OR TO 4.4 IF SCHOOL DOES NOT HAVE THAT NEXT GRADE.
DON’T INCLUDE TEXTBOOKS WHICH ARE TOO DAMAGED TO BE USED.

4.3A FI: CONFIRM AVAILABILITY
OF TEXTBOOKS FOR GRADE (.).
[IF 2 OR 9, GO TO NEXT GRADE]

<table>
<thead>
<tr>
<th>Grade</th>
<th>English</th>
<th>Swahili</th>
<th>Mathematics</th>
<th>Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>Std1</td>
<td>1=YES; 2=NO; 9=NA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Std2</td>
<td>1=YES; 2=NO; 9=NA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Std3</td>
<td>1=YES; 2=NO; 9=NA</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4.3B How many English, Swahili, Maths, & Science textbooks are available for pupils of each grade?

4.4 [FI: THIS ITEM IS FOR THE FI AND NOT FOR THE RESPONDENT-MAKE JUDGEMENT]
HOW MUCH OF THE INFORMATION IN 4.3 IS BASED ON SCHOOL RECORDS?
1=NONE   2=SOME OF IT   3=MOST OF IT   4=ALL OF IT

4.5 How much of the books you have mentioned above are on the most recently approved Ministry of Education list?
1=ALL; 2=MORE THAN HALF; 3=HALF; 4=LESS THAN HALF; 5=NONE

4.6 Is there a library for the pupils to use in this school?  1=YES; 2=NO

4.8 A=Do grades 1-3 have a shift system?  1=YES; 2=NO
B=Is the toilet facility used exclusively by the pupils in grades 1-3?

4.8A Does grades 1-3 have a shift system?  1=YES; 2=NO

4.12 How far (in metres) is this toilet facility from the tuition block(s)/school for grades 1-3?
1=LESS THAN 100; 2=BETWEEN 101-300; 3=BETWEEN 301-500; 4=MORE THAN 500

4.18A Is the drinking water sufficient for the pupils' daily use?
1=YES, THROUGHOUT THE YEAR; 2=YES, SEASONALLY; 3=NO

4.20 During the last 12 months, how many times has a quality assurance and standards officer (QUASO) visited this school? [IF 00, SKIP TO 4.22]
4.23 Who runs this feeding programme?
1=SCHOOL, BUT PARENTS CONTRIBUTE; 2=PARENTS; 3=SUB-CONTRACTOR(S); 4=GOVERNMENT; 5=WORLD FOOD PROGRAMME; 6=FEED THE CHILDREN NGO; 96=OTHER(Specify); 98=DON'T KNOW

4.24 What is the name of the most expensive meal on the menu of the feeding programme?

4.25 How much money does a parent/guardian pay per pupil per month for the programme? Ksh

4.26 What is the parental/guardian contribution to this feeding programme?
1=NIL; 2=MONETARY; 3=IN KIND(Specify); 4=BOTH 2&3

2.26 What percentage of learners in grade 1-3 in this school who benefit from school feeding?
01=ABOUT A QUARTER OF THE LEARNERS (25%); 02=ABOUT HALF OF THE LEARNERS (50%); 03=ABOUT THREE QUARTERS OF THE LEARNERS (75%); 04=ALL THE LEARNERS (100%); 05=NONE OF THE LEARNERS (0%); 96=OTHER (SPECIFY)

4.27 Does this feeding programme cover every pupil? 1=YES; 2=NO

5.0 ENROLLMENT FOR THE CURRENT SCHOOL YEAR

5.1 How many streams are there for each grade/class? BOYS GIRLS
- Std1
- Std2
- Std3

5.2 How many boys/girls are in each grade/class? BOYS GIRLS
- Std1
- Std2
- Std3

5.2A How many boys/girls are present on the interview date? BOYS GIRLS
- Std1
- Std2
- Std3

5.2B What is the criteria for grouping pupils into different streams?
1=NO BASIS (BY CHANCE); 2=SUBJECT CHOICES; 3=SPONSORSHIP STATUS; 4=INTELLIGENCE/BRIGHTNESS; 6=OTHER (specify)

5.4 [THIS ITEM IS FOR THE FI AND NOT FOR THE RESPONDENT-MAKE JUDGEMENT]
How much of the information in 5.1-5.2A is based on school records?
1=NONE; 2=SOME OF IT; 3=MOST OF IT; 4=ALL OF IT

5.5 Are there pupils who would like to enroll but are turned away/not enrolled? 1=YES, 2=NO

5.6 Approximately how many children wanted to enroll but were not admitted in 2009?

5.7 Which level and grade had the highest 'turn-aways' (that is, pupils who could not be enrolled)?
LEVEL [0=PRE-PRIMARY; 1=PRIMARY] & GRADE [1-8]

5.8 Is the school a KCPE examination center? 1=YES; 2=NO; 9=NA

5.9 What is the name of the center/school where standard 8 pupils from your school do their exams?

5.10 Please record its Kenya/Uganda national examination centre number

6.0 EXPENDITURE ON SCHOOLING

6.1 In the current school year, how much (in KES) is a pupil in each grade 1-3 required to pay for:
[WRITE 999 OR 9999 IF THE CHILD IS NOT REQUIRED TO PAY FOR THE ITEM AT THE SCHOOL]

<table>
<thead>
<tr>
<th>Grade</th>
<th>Tuition Fund</th>
<th>Construction Fund</th>
<th>Extra classes Fees</th>
<th>Examination Fees</th>
<th>School meals</th>
<th>Other Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Std 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Std 2</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Std 3</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

6.6 Does the school have a Parents and Teachers Association? 1=YES; 2=NO

6.6A Does the school have a School Management Committee? 1=YES; 2=NO
6.6B In the last 12 months, how many times has the SMC met?

6.6C In the last 12 months, how many times did the SMC meet to discuss academic progress of Grades 1-3?

6.7 Do parents have to contribute any money to the Parents Teachers Association? 1=YES; 2=NO [IF 2, SKIP TO 6.10]

6.8 Do parents contribute per child or per family/parent? 1=CHILD 2=FAMILY/PARENT

6.9 How much money is a parent required to pay for PTA in 2009? [CHECK RESPONSE IN 6.8]

6.10 Are pupils in grade 1-3 required to wear school uniform to be allowed in class? 1=YES; 2=NO [IF 2, SKIP TO 6.13]

6.11 What happens to grade 1-3 pupils when they don’t wear full school uniform? 1=NOT ALLOWED IN CLASS; 2=ALLOWED IN CLASS; 3=PUNISHED 4=WARNED; 6=OTHER (specify)

6.13 Are pupils required to pay or contribute for the following school supplies to be used by teachers? 1=YES, 2=NO

A) Chalk  
B) Exercise Books  
C) Text books

D) Pens  
E) Pencils  
F) Erasers

6.14 Are there local materials and stories developed by parents and/or guardians which they have given/donated to the school for use by pupils in grade 1-3? 1=YES, 2=NO