

CENTRE OF ADVANCED STUDY IN EDUCATION  
FACULTY OF EDUCATION AND PSYCHOLOGY  
THE M.S. UNIVERSITY OF BARODA  
BARODA- 390002

SCHOOL INFORMATION BLANK

( To be filled in by the investigator himself)

I. General Information :

- Name of the School :
- Location :
- (a) Village/City :
- (b) Union/Pourasabha :
- (c) Post Office :
- (d) Thana :
- (e) District :

II. Physical Facilities :

1. Which of the following is applicable to your school:
- (a) Own Building
- (b) Rented - building
- (c) Rent - Free building
- (d) Any other
2. What is the type of the school building :
- (a) Open-air
- (b) Tented/thatched house

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- (c) Kucha
- (d) Pucca/ R.C. roof/tinroof
- (e) Mixed.

3. What is the total number of rooms in the school building:

4. Break up of rooms used for various purposes :

Purpose	No. of rooms
(a) School office	
(b) Staff Room	
(c) Library Room	
(d) Class Rooms	
(e) Store Room/Work room	1
(f) Students' Common Room	
(g) Any other	

5. Does the school work on shift system ?

If yes, how many ? .....

6. Are the same classrooms used for different classes ?

7. What kind of furniture do you provide to your student

in the class room :

- (a) Wooden benches.

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- (b) Steel benches
- (c) Individual desk and chair
- (d) No furniture

8. How many students sit in one bench on an average :

- (a) 1 to 3
- (b) 3 to 5
- (c) More than 5

9. Are the following facilities made available to you :

- (a) Proper ventilation in the class room
- (b) Sewage facilities
- (c) Toilets
- (d) Dust bins
- (e) Water supply
- (f) Electrification
- (g) Cupboard/Shelves in the class room.

10. Total number of pupils in the school :

- (a) Number of pupils enrolled in different classes and different sections, if any ?

Contd ...P/ 4.

Std.	I			II			III			IV			V		
Sec.	B	G	T	B	G	T	B	G	T	B	G	T	B	G	T
A															
B															
C															
D															
E															
T															

B= Boys, G= Girls , T= Total

11. Posts of teachers lying vacant :

Total number of teacher working in the school

(a) Number of Male teacher :

(b) Number of female teacher :

12. Which patterns of instruction are being followed in the School ?

(a) Different teachers teach different subjects in all classes.

(b) Only one teacher teaches all the subjects in a class

(c) One subject is shared by morethan one teacher.

13. Is physical training imparted to the learners ?

Contd ...P/ 5.

14. If yes, which of the following facilities to a minimal extent are available for carrying out such instructions ?
- (a) Play ground
  - (b) Auditorium
  - (c) School Garden
  - (d) Indoor games equipments
  - (e) Out door games equipments.
15. Is there any separate teacher/ instructor for conducting the above activities ?
16. Which of the following activities does the school provide ?
- (a) Out door games
  - (b) Indoor games
  - (c) Picnic
  - (d) Scout/Guide
  - (e) Social Service
  - (f) Art/Painting
  - (g) Handicrafts
  - (h) Funfair
  - (i) Debate
  - (j) Gardening
  - (k) National day.
17. Does the school participate in any tournaments organised at local places by Clubs, Association, Union Parishad, Govt. of Bangladesh ?

Contd ..P/ 6

18. Is there any provision for mid-day meal/tiffin in your school ?

(a) If yes , it is provided by

- (i) Schoolsown resources
- (ii) Government
- (iii) Local organisation

19.. Does your school provide students' medical check up ?

(a) If yes, how frequently do students get a Medical check up ?

- (i) Once in a month
- (ii) Twice in a year
- (iii) Once in a year
- (iv) Whenever they desire

### III. Materials and Aids :

20. Does the school provide library facilities for the Children ?

(a) If yes, which of the following books are available :

SUBJECTS	Total No. of Books in stock
Language	
Mathematics	
Environmental Studies	
Crafts and Arts	
Physical Education	
Music	
Reference book	

Contd ..P/ 7.

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(b) Where are the books kept ?

21. Who is in charge of the library ?

(a) There is a full-time librarian

(b) A teacher is in-charge to perform the duty of a  
librarian .

(c) Any other.

22. Is there any room for work- experience (Laboratory) for  
the learners

(a) If yes, what are the facilities available in  
the room

(i) Paper materials for making graphs. Charts,  
pictures.

(ii) Drawing pencil.

(iii) Colours

(iv) Drawing desk

(v) Materials for crafts work.

23. Where from do the learners get the learning materials viz.  
text books, plate, pencil etc.

(a) Parents

(b) Government

(c) Any other

24. What approximate percentage of students have their own  
text books ?

#### IV. Timetable :

25. How many working days does a week consist of ? .....

Contd ...P/ 8.

26. Have you received any time table given by the concerned authorities for persuing your school activities ?
27. If no, do you prepare your own timetable ?
28. Do you prepare your timetable keeping in view the local needs , observances and events ?
29. When the school time-table is planned ?
- (a) Before the commenement of the year
  - (b) In the beginning of the year
  - (c) As and when required during the academic year.
30. Do you make the following provisions in the school time table to meet the curricular needs :
- (a) Combined period for composition work
  - (b) Combined periods for different activity
31. State the number of periods in a week and the length of each period against each subject from class I to Class V as provided in the table :

STD.	I		II		III		IV		V	
Subject	No. of P.P. W.	L. of E.P.	No. of P.P. W.	L. of E.P.	No. of P.P. W.	L. of E.P.	No. of P.P. W.	L. of E.P.	No. of P.P. W.	L. of E.P.
Mother-tongue										
Arithmetic										
Env. Edu.										
Physical Inst.										
Religious Inst.										
English										

No. of P.P. W = Number of Period Per Week .

L. of E.P. = Length of each period.

V. Evaluation procedure :

32. How often do you evaluate your pupil ?

- (a) Monthly
- (b) Quarterly
- (c) Half- yearly
- (d) Annual

33. Is your school a member of a school group arranging common annual examination ?

Contd ..P/ 11.

- (a) If yes, who assesses the answer papers of the pupils of the school ?
- (i) Teacher of the same school
  - (ii) Teacher of other schools
34. How are the pupils promoted from class to class ?
- (a) On the basis of performance on annual examinations
  - (b) On the basis of performance on annual and terminal examinations
  - (c) On the basis of performance assessed continuously
35. Has your institution ever faced any disciplinary problems at the time of conducting examinations.
- If yes, mention the probable cause from the following :
- (i) Question paper
  - (ii) Malpractice
  - (iii) Other
36. Does the school send up students for national talent examinations for Std. V. ?
- If yes, does the institution provide special instruction to prepare students for such examinations ?