**CLASSROOM OBSERVATION TOOL – P2 TERM 2 2016**

**General Information *(To be completed before the lesson)***

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| 1 | Date of assessment |  |
| 2 | Time of arrival at school |  |
| 3 | Enumerator’s name |  |
| 4 | Enumerator’s ID |  |
| 5 | School name |  |
| 6 | School ID |  |
| 7 | HT name and phone contact |  |
| 8 | Teacher’s name and phone contact  **(SURNAME, GIVEN NAME)** |  |
| 9 | Teacher’s ID |  |
| 10 | Stream | □ A □ B |
| 11 | What theme and sub-theme are being taught this week? | Theme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Sub-theme: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 12 | This theme is supposed to be taught:(filled in by Deborah) | □ In\_\_\_\_\_ weeks □This week □ \_\_\_\_\_ weeks ago |
| 13 | What lesson did the teacher tell you they are teaching today? (tick one) | □ Lit. 1 (reading) □ Lit. 2 (writing) □ Math  □ Oral Literature □ News  □ Story Reading □ Creative Writing  □ Word Building □ English □ Other \_\_\_\_\_\_\_\_\_\_ |

**Classroom Environment *(To be completed during and after the lesson)***

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| 14 | What time did you enter the classroom? |  |
| 15 | What time did the lesson begin? |  |
| 16 | Does the classroom have a chalkboard?  (tick one) | □ Yes □No |
| 17 | Does the teacher have chalk? (tick one) | □ Yes □No |
| 18 | Does the teacher use the chalkboard and chalk during the lesson? | □ Yes □No □ Somewhat |
| 19 | Number of instructional charts on the wall:  (fill in the **number**) | \_\_\_\_\_ In LL \_\_\_\_ In English \_\_\_\_ Pics/Num |
| 20 | Is pupil work displayed in the classroom? | □ Yes □No |
| 21 | Is there a wall clock in the classroom? | □ Yes □No |
| 22 | How many pupils are seated in desks?  (tick one) | □ All □ Half or more than half  □ Less than half  □ None \_\_\_\_\_\_\_\_\_\_\_\_ (skip to Qn 23) |
| 23 | What type of desks are pupils seated in? | □ Desks (seat and writing surface) □ Table / chairs  □ Bench (seat, no writing surface)  □ Other \_\_\_\_\_\_\_\_ |
| 24 | On average, how many kids are seated at each desk or table? (fill in the **number**) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 25 | In your opinion, do pupils have enough space for writing? | □ Yes □No □ Somewhat |
| 26 | Do you see a teacher’s guide or a curriculum displayed in the classroom? | □ Yes □No  If yes, tick all that apply and list who made it:  □ MOES □ Mango Tree  □ NGO \_\_\_\_\_\_\_\_\_\_\_\_\_ □ GPE / RTI  □ Other \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 27 | Does the teacher use the teacher’s guide or curriculum during the lesson? | □ Yes □No □ Somewhat |
| 28 | Do pupils have textbooks or print material?  (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 29 | Who made the textbook or printed material? | If yes to 27, tick all that apply and list who made it:  □ MOES □ Mango Tree  □ NGO \_\_\_\_\_\_\_\_\_\_\_\_\_ □ GPE / RTI  □ Other \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 30 | Did the pupils use their textbooks or print material? (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 31 | Do pupils have a pencil and paper? (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 32 | Did the pupils use their pencil and paper?  (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 33 | Do pupils have slates and chalk? (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 34 | Did the pupils use their slates and chalk?  (tick one) | □ Yes, all □ Yes, half or more than half  □ Yes, less than half □ No |
| 35 | Can the teacher move freely between the pupil desks/tables? | □ Yes □No □Somewhat |
| 36 | What type of floor does the classroom have? | □ Dirt □ Stone  □ Cement □ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 37 | Is there a co-teacher present at any time during the lesson? | □ Yes □No If yes, estimate participation:  □ Very active □ Somewhat active □ Not active |
| 38 | How many pupils are clean and dressed in clean clothes that are not torn? | □ All □ Half or more than half  □ Less than half □ None |
| 39 | How many minutes of the total class time are spent on instruction/learning of the subject on the timetable? | \_\_\_\_\_ minutes \_\_\_\_\_ % of total time |
| 40 | In total, how many slates are present in this classroom? |  |
| 41 | How many slates were used during this lesson? |  |
| 42 | How many total slates that are assigned to this stream are being stored outside this classroom, such as in a supply room or office? |  |
| 43 | How many total slates that are assigned to other streams are being outside of classrooms, such as in a supply room or office? |  |
| 44 | What time did the lesson end? |  |

**Teacher and Pupil Actions *(To be completed during and after the lesson)***

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| *Teacher Actions: Tick either Column A or Column B for the action that most describes what the teacher does during the lesson.* | |
| A | B |
| □ Refers to TG or lesson plan while teaching | □ Lesson does not appear planned |
| □ Moves freely around the classroom | □ Remains at the front of the class |
| □ Calls on individual pupils by name | □ Does not call on individual pupils by name |
| □ Encourages pupil participation and keeps their attention | □ Very little pupil participation and attention |
| □ Brings pupils back on task when needed | □ Ignores or does not address pupils who are off task |
| □ Observes and records pupils’ performance | □ Does not record pupil performance |

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| *Pupil Actions: Complete the time spent on speaking and reading tasks during the lesson. Tick the writing actions the pupils’ completed during the lesson. Describe their overall behavior in the last section.* | |
| Speaking | % time speaking English \_\_\_\_\_\_\_% |
| % time speaking LL \_\_\_\_\_\_\_% |
| Reading | Minutes on pupil reading tasks \_\_\_\_\_ min. |
| Writing | □ Air writing |
| □ Copying teacher text from the board |
| □ Writing own text on slate |
| □ Writing own text on paper |
| □ Writing own text on board |
| Minutes on pupil writing tasks \_\_\_\_\_ min. |
| Behaviour (describe) |  |

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| **Survey Summary *(To be completed after the lesson or at the end of the day)*** | | |
| 45 | Result  (tick one) | □ Survey completed  □ Survey partially completed  Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  □ Survey not completed  Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 46 | Further comments (Please use the back if needed.) |  |