**School demography**

**[Principal first, ask other teachers the substantive questions]**

Name of the school

Address

Date of establishment and growth over time (for example 10+2 , 5+3+3+4)

**1 Facilities and staffing**

Number of classrooms

* Does the school have electricity – fans etc in the classrooms
* Does the school have a library? Computers / internet
* Does the school use internet-connected smart phones or tablets / digital pedagogy? How and when?

WASH and other facilities including clean drinking water

Sports and recreational resources, playground

Proximity to road / transport

***Your observation /reflection and comments on materials / adequacy of the school facilities***

**Teachers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Teacher Name** | **M/F** | **Qualification** | **Class** | **How long in the school** |
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**Grades**

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| --- | --- | --- | --- | --- |
| Class | No. of students | Boys | Girls | Student teacher ratio |
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***If one teacher is teaching more than one class in the same room/ different rooms.***

* Which classes?
* How many children?
* Is it a regular or occasional arrangement? On what occasion is it needed?

**2 Support schemes for students**

**Mid-Day Meals**. Who is eligible? Is there any conditionality? Are they important / why?

Any **other schemes** in the school (breakfast, Mukhya Mantri Free Uniform Distribution Scheme, Bal Gopal milk distribution scheme)? Who is eligible? Is there any conditionality? Are they important / why?

* Details of the scheme. When did the scheme start? Who started it? Reason for starting the scheme.
* Is it linked to the attendance of students?

Are there any specific schemes for girls? + ST / SC / OBC students. Details please.

**Scholarships** and other opportunities and schemes available to students – details and number of students receiving them.

What differences do these kinds of incentives make to student attendance? How do they help students with their learning? Which one(s) do you think are most useful and why?

[Check which aspects of ILFA covered in the responses]

**3 ILFA**

**Student progress report** *[The card - supposed to form important link between home / school and PTMs]*

Is it used in this school?

If yes:

* Who completes the card? What do you do with it? [What does Principal do? School teacher? Parents]
* Is it a helpful way of capturing and informing about learning progress for teachers / parents / student? Could it be more helpful, if so how?

If no / why not? Any issues with monitoring officers then?

**Online register scheme** (*shaladarpan*)

Is your school part of ‘Shaladarpan’ (online register for teachers, students presence) scheme?

If no, do they know anything about it?

If yes:

* When did this school join the scheme?
* How does it work?
* What do they do with the information they gather? Who uses it, and how?
* What impact it has on teachers / students?
* What do they think about it? Could the scheme be made more useful? If so, how?

***Which of our case study students benefit from the schemes and what impact does it have on their presence / absence and learning.***

**Peer learning scheme**

Does the school have a peer learning scheme? Who is involved? Students? Members of the community? one-on-one tutoring? Extra help sessions?

***If the scheme exists, are any of our sample students are part of this process? If yes why and if no why? What is their experience of it? How does it help them?***

**School Development Plans (SDP)**

What is the process of developing them?

Are there any targets / specified actions, with timescales / for who to do what?

* What happens if those targets aren’t met?
* Who checks and monitors progress of implementing plans?
* What are typical enabling factors and barriers? What could help address these?

Do any aspects of ILFA feature?

**4 External networking**

**Parent - Teacher Association**

Does the school have parent-teacher association? Does it have an SMC?

* Who organises the meetings?
* How many times a year do they meet?
* Who attends?
* What kinds of things are talked about? Who takes what actions as a result of any meetings that are held?
* Are there any ways in which you think the PTA or SMC could be more useful in terms of ILFA?

***Are the parents of case study students involved with any school committee? What is their role and perception? Link between parent’s involvement and students learning / regularity***

**Cluster Resource Centre**

How does this school work with the CRC?

* Is any support offered, by whom and typically for what?
* Suggestions for making improvements (steer towards ILFA issues)
* Are there any shared resources?

**Other actors**

Does any NGO / other agency work with the school? Details of the scheme and involvement.