

☐ Yes ☐ No

School Code												
School Coordinates	Elevation (Meter)											
	Latitude North											
	Longitude East											



FEDERAL MINISTRY OF EDUCATION
2021/2022 SCHOOL CENSUS FORM
PRE-PRIMARY AND PRIMARY EDUCATION
PUBLIC SCHOOLS

1. Please ensure that, as an ENUMERATOR, you have two copies of this School Census Form for every school. After you have completed all forms, give one copy to the school for records and return a copy to your SUPERVISOR.
2. Please read the instructions and the examples provided. Make sure that each section is completed carefully and that all your figures and totals are correct.

Instructions: Please enter all answers in **BLOCK CAPITALS**.
Use a **BLUE BIRO** to complete the form.

School Code Please enter the school code in the box at the **TOP** of this page.
If you are not certain about your school code, leave the box blank.
DO NOT USE ABBREVIATIONS ANYWHERE ON THIS PAGE

[illegible]

B. SCHOOL CHARACTERISTICS

Instructions

Answer every question and tick only one box in each section ☒

B. 1	Year of establishment	
B. 2	Location	☐ Urban ☐ Rural
B. 3	Levels of education offered	☐ Pre-primary only ☐ Pre-primary and primary ☐ Primary only
B. 4	Type of school Tick only one to describe school	☐ Regular ☐ Nomadic (Migrants) ☐ Islamiyya integrated ☐ Special needs
B. 5	Shifts: Does the School operate shift system?	☐ Yes ☐ No
B. 6	Shared facilities Does the school share facilities/Teachers/premises with any other school? If Yes . How many Schools are sharing facilities:	☐ Yes ☐ No
B. 7	Multi-grade teaching Does any teacher teach more than one class at the same time?	☐ Yes ☐ No
B. 8	School: Average Distance from Catchment communities What is average distance of school from its catchment areas	_____ kilometres (Enter 0 if within 1 km)
B. 9	School: Distance from LGA How many kilometres is the school away from LGA HQ?	_____ kilometres (Enter 0 if within 1 km)
B. 10	Pupils: Distance from School How many pupils live further than 3km from the school?	_____ pupils
B. 11	Pupils: Boarding How many pupils board at the school premises?	_____ Male _____ Female
B. 12	School Development Plan (SDP) Did the school prepare SDP in the last school year?	☐ Yes ☐ No
B. 13	School Based Management Committee (SBMC) Does the school have SBMC, which met at least once last year?	☐ Yes ☐ No
B. 14	Parent-Teacher Association (PTA) / Parents' Forum (PF)/ Mother's Association Does the school have PTA / PF / MA, which met at least once last year?	☐ Yes ☐ No
B. 15	Date of Last Inspection Visit When was the school last inspected? Number of inspection Visit in last academic year	____ / ____ / ____ day/month/year ____ Number.
B. 16	Authority of Last Inspection Which authority conducted the last inspection visit?	☐ Federal ☐ State ☐ LGEA
B. 17	Conditional Cash Transfer How many pupils benefitted from Conditional Cash Transfer?	_____ Number.
B. 18	School Grants Has your school ever received grants in the last academic year?	☐ Yes ☐ No
B. 19	Security Guard Does the school have a security guard?	☐ Yes ☐ No
B. 20	Ownership Which of the following owns the school?	☐ Federal ☐ State ☐ LGA ☐ Community

C. ENROLMENT

C.1 Number of Children with Birth Certificates in pre-primary & primary 1

[illegible]

C.2 a Number of Streams in Pre-primary schools in the current school year

Streams	Kindergarten 1/ECCD	Kindergarten 2/ECCD	Nursery 1	Nursery 2	Nursery 3/ One Year pre-primary
No. of streams					

C.2 b Pre-primary enrolment by age for the current school year

[illegible]

C.3 New entrants in primary 1

	New entrants in PRY1		How many of the new entrants attended any early childhood education	
Pupil age	Male	Female	Male	Female
Below 6 Years				
6 Years				
7 Years				
8 Years				
9 Years				
10 Years				
11 Years				
Above 11 Years				
Total				

C.4a Number of streams in the current school year

	PRY1	PRY2	PRY3	PRY4	PRY5	PRY6
No. of streams						
No of streams with Multigrade teaching						

C.4b Primary enrolment by age for the current school year

[illegible]

C.5 Pupil Flow in the Current Academic Year Primary School

[illegible]

C.6 Number of Pupils with Special needs in the current school year

Please enter the number of pupil by grade level with physical and mental challenges or special needs for the academic year

[illegible]

C.7 Number of orphans By Grade

[illegible]

School Code

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.... Family Life HIV/AIDS Education (FLHE)

	Education Institutions: rules and guidelines (Pre-primary and Primary) Does the rules and guidelines in your school cover the following aspects? - Physical safety in school - Stigma and discrimination towards staff or pupils/ living with/affected by HIV or based on sex, race or ethnicity, religion or any other grounds, sexual harassment and abuse. - Grievance/disciplinary procedures in case of breach of the regulation described in the rules and guidelines.	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No
	Has your school communicated information about the rules and guidelines to relevant stakeholders such as pupils, parents, teachers etc?	☐ Yes ☐ No
	Life Skills-based Family Life HIV/AIDS Education (FLHE) (Primary only) Did students at your school receive any form of life skills-based Family Life HIV/AIDS Education (FLHE) in the previous academic year?	☐ Yes ☐ No
	If yes, indicate which of these topics were covered in the FLHE programme Teaching on generic life skills (e.g. decision-making, communication, seeking help etc).	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No
	Number of students that received/participated in Life Skills-based Family Life HIV/AIDS Education (FLHE) in the previous year?	M F
	Orientation Process for Parents or Guardians of pupils (Primary only) How many times has your school organised orientation programme for parents or guardians of pupils regarding FLHE programmes in the previous academic year? In what fora was the orientation programme provided?	_____ Number ☐ PTA ☐ Open Day ☐ Special Session(s)
	Date of Last Orientation When was the last orientation Programme conducted?	/ / day/month/year
	How many teachers in your school received formal training on FLHE (Primary only)	M F
	How many teachers in your school who received formal training in the previous year also taught lessons in FLHE	M F

School Code									
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No.	Year of construction	Present condition	Length in metres	Width in metres	Floor material	Walls material	Roof material	Seating	Writing board		No.	Year of construction	Present condition	Length in metres	Width in metres	Floor material	Walls material	Roof material	Seating	Writing board
7											16									
8											17									
9											18									

E. 5 Number of rooms other than classrooms are there in the school by type of room

1	Staff rooms	_____ <i>Number.</i>	4	Laboratories	_____ <i>Number.</i>
2	Office	_____ <i>Number.</i>	5	Store room	_____ <i>Number.</i>
3	Library	_____ <i>Number.</i>	6	Others	_____ <i>Number.</i>

F. FACILITIES

Instructions – Please tick source of drinking water available in your school

F.1	Source of safe drinking water Is there a source of water in the school that is safe to drink and in sufficient quantity to provide water every day for pupils? If there is more than one source, select only the primary source.	1. Pipe borne Water ☐ 2. Borehole ☐ 3. Well ☐ 4. Other (Specify.....) ☐ 5. No Source of Safe drinking Water ☐

Instructions – Please enter the total number of facilities available in your School

F.2	Facilities available	Not useable	
		Useable	
How many useable facilities does the school have? (If the facilities are not available, write zero) Please note only figure is required here	Toilets		
	Computers		
	Water Source(s)		
	Laboratories		
	Classrooms		
	Library		
	Play Ground(s)		
	Wash hand facility		
	Others		

Instructions – Please indicate shared facilities available in your School

F.3	Shared Facilities	☐ Toilets	☐ Classrooms
	If your school share facilities,	☐ Computers	☐ Library
	specify the facilities shared by separate school/levels by ticking the appropriate box	☐ Water Source(s)	☐ Play Ground(s)
		☐ Laboratories	☐ Wash hand facility
			☐ Others

Instructions – Please enter the total number of useable toilets units by each type below. Count the number of toilet units, not toilet blocks.

[illegible]

F.5	Sources of power Is there a source of power for the school?	1. PHCN/NEPA	☐
		2. Generator	☐
		3. Solar	☐
		4. No source of Power	☐

F.6	Health facility Does the school have a health facility?	1. Health Clinic	☐
		2. First Aid Kit	☐
		3. No Health facility	☐

F7	Fence/Wall Does the school have a fence or wall around it?	1. In Good Condition	☐
		2. Needs Minor Repair	☐
		3. Needs Major Repair	☐
		4. No Fence or Wall	☐

F8	Play Room Does the school have a playroom for ECCD?	1. Yes but no rugs or sand floor	☐
		2. Yes with Play Rugs	☐
		3. Yes with Sand Floor	☐
		4. No Play Room	☐

F9	Play Facilities Does the school have play facilities for ECCD? Tick all that apply	1. Merry Go Round	☐
		2. Swing	☐
		3. Ladder Slide	☐
		4. See Saw	☐
		5. Indoor Play Activity Materials	☐

F10	Learning Materials Does the school have learning materials ECCD? Tick all that apply	1. Charts	☐
		2. Posters	☐
		3. Toys	☐
		4. Audio/Visual (Radio, TV, DVD)	☐
		5. Word Puzzle Box	☐
		6. Caregiver Guide	☐

F.11 Additional Classrooms Information

Instructions

Please indicate seating available by grade. Only count seats where both a seat and a writing desk are available.

Only seats and desks owned by the school should be counted.

Class	Seating available					
	1 Seater	2 Seater	3 Seater	4 Seater	5 Seater	6 Seater
ECCD						
Pre-primary						
PRY1						
PRY2						
PRY3						
PRY4						
PRY5						
PRY6						

G. PUPIL/TEACHER BOOK

G.1 Number of core subject textbooks available to pupils provided by government.

Subject Area	Number of Pupils Book Made Available for each Subject						
	Pre-Primary	PRY1	PRY2	PRY3	PRY4	PRY5	PRY6
English							
Mathematics							
Social Studies							
Basic Science / Technology							

G.2 Number of core subject Teachers' Textbooks available in the School provided by government.

Subject Area	Number of Teachers Book Made Available for each Subject						
	Pre-Primary	PRY1	PRY2	PRY3	PRY4	PRY5	PRY6
English							
Mathematics							
Social Studies							
Basic Science / Technology							

G.3 Care Giver Manuals provided by the School in the current Academic Year

Care Giver Manuals	Yes	No
Care Giver Guide/Hand Book		
National Policy on ECCDE/Pre-primary School		
National Curriculum		
Toy Making Manuals		

I. H. TEACHERS QUALIFICATION (BY LEVEL AND CLASS) IN CURRENT ACADEMIC YEAR

	Level of Teaching Input	Pre-Pry		Pry		Total	
	Highest qualification	Male	Female	Male	Female	Male	Female
1	Below SSCE						
2	SSCE/WASC						
3	Grade II						
4	OND/ND/Diploma						
5	NCE						
6	PGDE						
7	B.Ed.						
9	M.Ed.						
10	B.A (Ed)						
11	B.Sc.						
12	B.Sc. (Ed)						
13	Ph.D.						
	TOTAL						

H. I. UNDERTAKING

NOTICE

Public officers completing this form are reminded that **Civil Service Rule 04107 Section 1** requires the recording and supply of accurate data. Failure to do so amounts to gross misconduct punishable by sanctions that may include dismissal.

Attestation by Head Teacher

I certify that the information I have given in this form is correct to the best of my knowledge.

Name	
Telephone	
Signature: _____ Date: ____/____/____	

Attestation by SBMC Chairperson/member

I have checked the information in this form and can confirm that it is complete and correct.

Name	
Position	
Telephone	
Signature: _____ Date: ____/____/____	

Attestation by Supervisor

I have checked the information in this form and can confirm that it is complete and correct.

Name	
Position	
Telephone	
Signature: _____ Date: ____/____/____	

FOR OFFICE USE ONLY

CHECK	CHECKED BY	DATE
FIELD COORDINATOR CHECK		/ /
PRE-DATA ENTRY CHECK		/ /
DATA ENTRY COMPLETED		/ /
VERIFICATION CHECK		/ /