

The Gambia

**CCM SCHOOL VISIT 2013/06/28**

Cluster: BAKOTEH ANNEX

Name of school: THE SWALLOW LOWER BASIC SCHOOL

Type of school: LOWER BASIC AND NURSERY

Name of Headmaster: ANNETTE JAITEH

Cluster Monitor: PA AMAT SECKA

**TEAM MEMBERS**

- ALH MUSA N SUSO – TEAM LEADER
- ALH. OUSMAN BAH
- ABDOUBACARR JALLOW
- MARTIN GOMEZ
- HADDY JACK
- PA AMAT SECKA – CLUSTER MONITOR
- OMAR BARROW – DRIVER
- BAMFA SAMBOU – DRIVER

**WELCOME TO THE SWALLOW**



**STUDENTS' PERFORMANCE**

- NAT GRADE 3: ENG 86, MATHS 71, INTEGRATED STUDIES 64
- NAT GRADE 5: 100% PASS FOR ALL SUBJECTS

**LEADERSHIP AND MANAGEMENT**

- School vision and mission in place.
- School improvement Plan available and approved by SMC chair

**MISSION STATEMENT**

(picture not available)

**Financial management**

- Budgeting projections done
- Financial plan in place meeting all indicators.
- Bank Account with Trust Bank

- Cash book available and up to date
- receipt and vouchers available
- Auditing done and reports provided accordingly

#### **SCHOOL POLICIES**

- All required policies available
- Policy content meet minimum standards

#### **ASSETS MANAGEMENT**

- Asset register availble but assets not valued
- Maintenance register available meeting all requirements
- Handing over report being prepared currently

#### **Staff management**

- Attendance and punctuality up to date with the minimum targets met
- Punctuality and attendance data available up to date and analyzed
- Performance management plan in place
- Staff training team established and plan in place
- Classroom observation conducted and documented

#### **School data**

- Enrolment, transition and completion data documented and analyzed
- Data on instructional hours available and analyzed
- Student performance data available, documented and analyzed
- Personnel data well kept

#### **Curriculum management**

- ORGANISATION OF TEACHING TIME
- Regional calendar available and there is evidence of SMC and PTA being informed about its content
- School calendar available
- Composite time table and class time table available

#### **INSIDE THE CLASSROOM**



### **Work Planning and lesson preparation**

- There is evidence of lesson plans developed with all indicators met
- Teaching learning aids well prepared used
- Curriculum enrichment activities done

### **Lesson Delivery**

- Classroom Organisation indicators met
- Method of delivery suitable to the minimum standards
- Presentations of lessons exemplary
- Teaching and learning resources indicators in met also those of behavior management

### **Assessment**

- Home work is given at least twice a week, marked and feedback given
- Continuous and assessment indicators in place except for written assignment feedbacks
- Internal and external exams indicators met
- Feedback on performance given and documented

### **Teaching and Learning Resources**

- Core and supplementary text books available
- Teaching equipment such as garden, PE and Home economics ones are available
- Local materials used
- Library indicators met

### **Resources in a class.....**

Nursery level 3 and 4



### **School Environment Community participation**

- PTA constitution adopted accordingly
- PTA/SMC active
- Participatory performance monitoring indicators in place
- Evidence of community participation in the maintenance of school facilities

## FOOD TIME



### Physical Environment

- Classrooms well furnished
- Offices and staffroom kept clean and tidy
- Kitchen and foodstore indicator more than met
- A well kept toilet facilities and school yard
- Functional school garden in place

### Student Welfare

- Model school feeding program where food is served free to both staff and students
- No school food service in place as food is provided by the school at zero cost
- Extracurricular activities' indicators met
- School is well secured, with relevant safety and security indicators met

### Source of life – clean water area



### Monitoring and Quality Assurance

- All indicators met, including community, SMT and a system in place.
- Quality analysis done

## **INDICATORS UNDER THE CONTROL OF THE RED AND HQ's DIRECTORATES**

### **LEADERSHIP AND MANAGEMENT:**

- School improvement plan approved by RED
- RED is not signatory to their account
- Landing over report not done previous but now done
- Substantial positions filled but no trained mentor
- Performance management indicators met

### **Curriculum Management**

#### Organisation of teaching time:

- Regional calendar, teaching and learning aids, classroom organisation and use of teaching & learning resources indicators met
- Core and supplementary text books available for all grades
- Cluster monitor involved in the development and preservation of local materials
- School not trained on PPM and school management due to being private

### **Physical environment**

- Classrooms adequate, suitable and well furnished
- Offices and staffroom well furnished and suitable
- Toilet facilities surpassed the minimum standards
- Water and hygiene standards are high

### **Monitoring and Quality Assurance**

- External Monitoring:
- Cluster monitoring done according to minimum standards
- RED monitoring done except for visit by itinerant teachers even though the school has a child with SEN
- No monitoring done by HQ Directorates

### **OBSERVATIONS**

- The staff are cooperative and well motivated
- The school is well resourced
- Food is provided at no cost to all staff and children
- No fees are paid by pupils and stationery is provided in fact they continue to sponsored their pupils up to grade 9
- Toilets well built and kept
- Management eager to learn
- There is child with SEN who made the school to make a ramp

## Disabled child...



## RECOMMENDATIONS

- HQ monitoring should be done
- itinerant teacher needs to visit all schools to help children with SEN
- Private schools should be involved in PPM another quality Assurance trainings done
- Assets should be numbered and valued
- Schools should be used as a model centre for other schools to visit

## Summary of scores



TOTAL SCORE out of 100: 92,99