



SCHOOL QUESTIONNAIRE

PROPOSAL FOR POSSIBLE ADOPTION

SECTION A: GENERAL SCHOOL PROFILE

1. Date of application: _____

2. Name of school: _____

3. School address: _____

Province: _____

4. Telephone: _____

5. Fax number: _____

6. Email address: _____

7. Web address: _____

SECTION B: SCHOOL GOVERNANCE

1. Name of School Principal: _____

Cell phone number: _____ Email address: _____

2. Name of Deputy Principal: _____

Cell phone number: _____ Email address: _____

3. Name of School Secretary: _____

Cell phone number: _____ Email address: _____

4. Chairperson of School Governing Body: _____

Cell phone number: _____ Email address: _____

5. District Director: _____

Contact number: _____ Email address: _____

6. Deputy Chairperson of SGB: _____

Cell phone number: _____ Email address: _____

7. Names of Committee members of School Governing Body and their positions:

9. Regularity of SGB meetings: _____

10. Describe the functions of the SGB: _____

11. What has the SGB achieved since it was established:

SECTION C: BRIEF HISTORY OF SCHOOL

1. When was the school established: _____

2. Who was involved in the establishment of the school: _____

3. Give a brief history of the school: _____

4. When was the school registered with the Department of Basic Education: _____

5. Which district does the school fall under: _____

6. What grades does the school offer: _____

7. Pass rates

a. Overall school pass rate: _____

b. Matric pass rate: _____

c. Grade 9 ANA results: _____

d. Grade 6 ANA results: _____

e. Grade 3 ANA results: _____

8. Provide a schedule on a separate sheet of paper details of the academic performance of the school in terms of pass rates for the past three years giving details of grades and subjects.

SECTION D: SCHOOL ADMINISTRATION AND FINANCES

1. Please provide a copy of the most recent Audited Financial Statements.

2. Who is responsible for the school administration: _____

3. Name of school bookkeeper: _____

4. Names and address of the auditors of the school finances: _____

5. How much are the school fees per learner per year: _____

6. How many students are registered in the school: _____

7. How much is the government subsidy to the school per year: _____

8. Is there a school feeding scheme for learners? _____

9. Give the name and address of the company that runs the school feeding scheme:

SECTION E: SCHOOL FACILITIES

1. Number of classrooms: _____

Brick and mortar: Mobile:

2. Average number of learners per classroom: _____

3. Number of teachers in the school: _____

4. Is there a school hall: Yes No

5. Does the school have functioning ablution facilities: Yes No

If yes how many _____

6. Does the school have sporting facilities: Yes No

If yes, which sports: _____

7. Does the school have a library: Yes No

8. Does the school have a science and/or technology laboratory: Yes No

9. Is there a computer center? Yes No

10. How many computers are there: _____

11. Does the school have electricity? Yes No

12. Does the school have running water? Yes No

17. Are there Security Guards on the school premises? Yes No

18. Is there a perimeter fence around the school? Yes No

19. Does the community use the school's facilities? Yes No

If yes give some details _____

NB: PLEASE ATTACH PHOTOGRAPHS OF SCHOOL BUILDINGS AND FACILITIES IF AVAILABLE.

SECTION F: COMMUNITY PROFILE

Describe the community the school serves

1. How many Orphaned and Vulnerable children are at the school: _____

2. Give approximate population of community: _____

3. Average income level of community: _____

4. Give approximate rate of unemployment: _____

5. How does the community get involved in the activities of the school:

6. How does the school communicate with the parents of the learners?

SECTION G: SCHOOL NEEDS

A: Infrastructure needs: Key priorities

B. Human resource development needs: Key priorities

SECTION H: STAKEHOLDERS INVOLVED IN THE SCHOOL

| Name of organisation | Support received | Period of support | Contact details |
|----------------------|------------------|-------------------|-----------------|
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SIGNATURES

Principal

Signature: _____

Full name: _____

Date: _____

SGB Chairperson

Signature: _____

Full name: _____

Date: _____

For office use only:

Processed by: _____

Approved by Committee: _____