

REPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

MINISTERE DES ENSEIGNEMENTS SECONDAIRES

SECRETARIAT GENERAL

DIVISION DES PROJETS, DE LA
PLANIFICATION ET DE LA COOPERATION

CELLULE DE LA PLANIFICATION

REPUBLIC OF CAMEROON
Peace – Work –Fatherland

MINISTRY OF SECONDARY EDUCATION

GENERAL SECRETARIAT

DEPARTMENT OF PROJECTS, EDUCATIONAL
PLANNING AND COOPERATION

PLANNING UNIT

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STATISTICAL DATA BASE 2014/2015

Deadline for return of the questionnaire:/...../ 2015

QUESTIONNAIRE FOR SECONDARY GENERAL EDUCATION IN THE ENGLISH – SPEAKING SUB-SYSTEM GOVERNMENT AND PRIVATE SCHOOLS

Name of School _____

Name of respondent _____ Function of respondent _____

Principal _____

Date of exercise

School code (**Do not fill**)

Is it a comprehensive school? (**General and Technical Education**)? 1 = *yes* 2 = *No*

Is it a bilingual school? (**Section Francophone and Anglophone**)? 1 = *yes* 2 = *No*

Name, Signature and Stamp

the Regional Chief of Service for School Mapping
DRES

the Regional Chief of Service for School Mapping
DDES

Date :

Date :

WARNING

Information obtained here is strictly confidential in accordance with Law N° 91/023 of 16 December 1991 relating to censuses and statistical surveys.

I- IDENTIFICATION AND LOCATION OF SCHOOLS

I.1- General information (Do not fill in the grey area)

100	Name of school:		
101	Region :	_ _
102	Division	_ _
103	Subdivision	_ _ _ _
104	Commune Town :		
105	Zone: _ :	1 = <i>Urban</i> : 1	2 = <i>Rural</i> : 2
106	P.O. Box: _ _ _ _ _ E-mail:		
1107	Telephone of school: _ _ _ _ _ _ _ _ _ _ Fax : _ _ _ _ _ _ _ _ _ _		
1108	Telephone of Head Master : _ _ _ _ _ _ _ _ _ _ _ Web site _____		
1109	Years : Creation : _ _ _ _ _ Opening: _ _ _ _ _ Transformation : ¹ _ _ _ _ _		
1110	Agency of school: _ 1 = <i>Government</i> , 2 = <i>Lay private</i> , 3 = <i>Catholic private</i> , 4 = <i>Protestant private</i> , 5 = <i>Islamic private</i>		
1111	Does the school own land? _ 1 = <i>Yes</i> , 2 = <i>No</i>		
1112	If yes, does it have a land title? _ 1 = <i>Yes</i> , 2 = <i>No</i>		
1113	If not, what is the land ownership system? _ 1 = <i>Hire purchase</i> , 2 = <i>Fix term lease</i> , 3 = <i>Indeterminate period lease</i> 4 = <i>Owner</i>		
1114	Is the school site temporary? _ 1 = <i>yes</i> , 2 = <i>No</i>		
1115	If yes, does it use the buildings of another school? _ 1 = <i>Yes</i> , 2 = <i>No</i>		
1116	At what distance is the nearest government secondary general school? _ 1 = <i>less than 1 km</i> , 2 = <i>1 to 5 km</i> , 3 = <i>5 to 10 km</i> , 4 = <i>over 10 km</i>		
1117	Total land surface area allocated for the school(in m ²) _____ built up area _____		
1118	Land surface area available for eventual school extension (in m ²) _____		
1119	Does the school have a dormitory? _ 1 = <i>Yes</i> , 2 = <i>No</i>		
1120	If yes, indicate the number of places: for girls _____ for boys _____		
1121	School have : _ 1 = <i>1st cycle</i> , 2 = <i>2nd cycle</i> , 3 = <i>1st and 2nd cycle</i>		

¹ If the school has been upgraded or expanded.

I.2- Distance of primary schools of new students of the 1st cycle in relation to receiving school

		Number of new students			
		Less than 1km	1 – 3 km	4 – 5 km	More than 5 km
1200	Number of primary school				
1201	Number of student of this primary school				

II- DISTRIBUTION OF STUDENTS BY GENDER AND BY FORM**II.1- Evolution of number of students by sex and school years**

	School Years	Scratch out list of students of last school year					New admitted of this school year		
		Dismissed	Transferred	Promoted	Other reasons	Total	Girls	Boys	Total
2100	Form 1								
2101	Form 2								
2102	Form 3								
2103	Form 4								
2104	Form 5								
2105	1st cycle								
2106	Lower Sixth								
2107	Upper Sixth								
2108	2nd cycle								
2109	Total								

II.2- Distribution of students by classes, sex and age*.

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Year of birth	Form 1		Form 2		Form 3		Form 4		Form 5		Lower Sixth		Upper Sixth		Total		
		Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Total								
2200	11 years and -																	
2201	12																	
2202	13																	
2203	14																	
2204	15																	
2205	16																	
2206	17																	
2207	18																	
2208	19																	
2209	20																	
2210	21																	
2211	22																	
2212	23																	
2213	24 years and +																	
2214	Total Number of Students																	
2215	<i>Orphans and Vulnerable students (OAV)</i>																	
2216	<i>Handicapped students</i>																	

*The Total number of students in Table II.2 must correspond to those on the distribution of students in tables II.3

II.3- Distribution of students by Form and by gender

II.3.1.a- First Cycle

		Form 1			Form 2			Form 3			Form 4			Form 5		
2300	Number of streams															
	Gender	Girls	Boys	Total												
2301	Total Students															
2302	Repeaters															

II.3.1.b- First Cycle (Reserved for pilot schools involved in the bilingual cycle)

		Bilingual Form 1			Bilingual Form 2			Bilingual Form 3			Bilingual Form 4			Bilingual Form 5			Sub Total 1st Cycle		
2300	Number of streams																		
	Gender	Girls	Boys	Total	Girls	Boys	Total												
2301	Total Students																		
2302	Repeaters																		

II.3.2.a- Second Cycle

		Lower sixth Arts			Lower sixth Sciences			Upper sixth Arts			Upper sixth Sciences		
2303	Number of streams												
	Gender	Girls	Boys	Total	Girls	Boys	Total	Girls	Boys	Total	Girls	Boys	Total
2304	Total Students												
2305	Repeaters												

II.3.2.a- Second Cycle (Reserved for pilot schools involved in the bilingual cycle)

		Lower Sixth Arts Bilingual			Upper Sixth Arts Bilingual			Sub Total 2nd Cycle			Grand Total		
2303	Number of streams												
	Gender	Girls	Boys	Total	Girls	Boys	Total	Girls	Boys	Total	Girls	Boys	Total
2304	Total Students												
2305	Repeaters												

*The Total number of students in Table II.2 must correspond to those on the distribution of students in tables II.3

III- INFRASTRUCTURE AND EQUIPEMENT

III.1- Information on the number and quality of buildings

Types of buildings	Number of buildings	Available sittings places	1	2	3	4	5	6	7	8	9	10	11
			Distribution of buildings according to construction materials (1) (Give the number)										
			Permanent			Semi-permanent			Temporal				
			G	A	B	G	A	B	G	A	B		
3100	Ordinary classrooms												
3101	Specialised classrooms	Science Lab.											
3102		Language Lab.											
3103		Computer room											
3104		MRC ⁽²⁾											
3105	Administrative Offices												
3106	Library												
3107	Staff Room												
3108	Eating shed / School canteen												
3109	Sick bay												
3110	Dormitory												
3111	Girls toilets												
3112	Boys toilets												
3113	Mixed Student toilets												
3114	Female Personnel toilets												
3115	Male Personnel toilets												
3116	Mixed Personnel toilets												
3117	Staff quarter												
3118	Sports room												
3119	Gymnasium												

(1) G = good state, A = acceptable state, B = bad state.

(2) MRC = Multimedia Ressource Center

III.2- Equipement and characteristics of school buildings.

3200	Number of computers in the whole school	For the students	_ _ _ _
3201		For the personnel	_ _ _ _
3202		Total	_ _ _ _
3203	Number of benches (desks) in ordinary classrooms of	1 sitting place	_ _ _ _
3204		2 sitting places	_ _ _ _
3205		3 sitting places	_ _ _ _
3206		4 sitting places	_ _ _ _
3207		5 sitting places	_ _ _ _
3208		6 sitting places	_ _ _ _
3209	Ordinary classroom furniture	Number of «table/desk » and chair for teacher	_ _ _ _
3210		Number of fonctionnals wardrobes	_ _ _ _

III.3- Information on other equipment and facilities in the school

3300	Is there a functional electricity supply in the school? 1 = Yes, 2 = No	
3301	Does the school have a playground? 1 = Yes, 2 = No	
3302	Is the school in a fence? 1 = Yes, 2 = No	
3303	Does the school have a Library building? 1 = Yes, 2 = No	
3304	If yes, how many books have this Library?	
3305	Is there a meeting room in the school? 1 = Yes, 2 = No	
3306	Is there an Internet connexion in the school? 1 = Yes, 2 = No	
3307	Is there a source of drinking water in the school? 1 = Yes, 2 = No	
3308	If yes, what is the source of water : 1= CAMWATER; 2 = Well; 3 = Drilling; 4 = Pool; 5 = Spring	
3309	Is there a first Aid cupboard with drugs for emergency? 1 = Yes, 2 = No	
3310	Is there an operational eating shed/ canteen in the premises of the school? 1 = Yes, 2 = No	
3311	If yes, who operates it? 1= the school, 2=an individual, 3=another method	
3312	Is there a P.T.A. in the school? 1 = Yes, 2 = No	
3313	Is there any student union in the school? 1 = Yes, 2 = No	
3314	Is there any functional club in the school? 1 = Yes, 2 = No	
3315	If yes, give their number:	

III.4- Information on school manuals and pedagogic materials available in the school

How many books (in Library or no) are put at the disposal of the students? | | | | | | | | | |

(For books that do not match any level, you have to add in Other)

	Disciplines	1 st cycle					2 nd cycle		Other	Total
		Form 1	Form 2	Form 3	Form 4	Form 5	Lower 6 th	Upper 6 th		
3400	French									
3401	English									
3402	Mathematics									
3403	Physics									
3404	Chemistry									
3405	Economics									
3406	History									
3407	English Lit.									
3408	Biology									
3409	Computer studies									
3410	Geography									
3411	Latin									
3412	Commerce									
3413	Philosophy									
3414	Other									

Indicate the number of students with books:

	Disciplines	1 st cycle					2 nd cycle		Other	Total
		Form 1	Form 2	Form 3	Form 4	Form 5	Lower 6 th	Upper 6 th		
3415	French									
3416	English									
3417	Mathematics									
3418	Physics									
3419	Chemistry									
3420	Economics									
3421	History									
3422	English Lit.									
3423	Biology									
3424	Computer studies									
3425	Geography									
3426	Latin									
3427	Commerce									
3428	Philosophy									
3429	Other									

Indicate the number of pedagogic guides available in the school:

	Disciplines	1 st cycle					2 nd cycle		Other	Total
		Form 1	Form 2	Form 3	Form 4	Form 5	Lower 6 th	Upper 6 th		
3430	French									
3431	English									
3432	Mathematics									
3433	Physics									
3434	Chemistry									
3435	Economics									
3436	History									
3437	English Lit.									
3438	Biology									
3439	Computer studies									
3440	Geography									
3441	Latin									
3442	Commerce									
3443	Philosophy									
3444	Other									

IV- CENSUS ON PERSONNEL

IV.1- Census on Administrative personnel and others.

	Personnel	Number			Personnel	Number	
		Females	Males			Females	Males
4100	Principal			4110	CJA		
4101	Vice Principal			4111	Social Assistant		
4102	Senior Discipline Master			4112	CPJA		
4103	Chief of service of Orientation			4113	ISJA		
4104	Bursar/ Stores accountant			4114	IJA		
4105	Discipline Master			4115	Librarian		
4106	Guidance Counsellor			4116	Material accountant		
4107	MMC Vice Principal			4117	Infirmarian (Nurse)		
4108	MMC Discipline Master			4118	Other personnel		
4109	Chief of service for sports			4119	Total		

IV.2- Census on Teaching Staff.

IV.2.1- *Publics Schools*

	Status of Teacher	Females	Males	Total
4200	PLEG			
4201	PCEG			
4202	PLET			
4203	PCET			
4204	PENI			
4205	PENIA			
4206	PEPS			
4207	PAEPS			
4208	CO			
4209	CJA			
4210	Contract teachers			
4211	IPEG			
4212	IPET			
4213	IEG			
4214	IET			
4215	MEPS			
5116	MAEPS			
4217	Part-time teachers			
4218	Decisionar			
4219	Others			
4220	Total			

IV.2.2- *Privates Schools*

	Status of Teacher	Females	Males	Total
4221	Permanent			
4222	Part-time teachers			
4223	Part-time Civil Servant			
4224	Total			

IV.3- Details of teaching and administrative staff**IV.3.1- Census of didactic and administrative staff per Subject Trained in and Subject taught**

	Subjects	Subject Trained in		Subject taught	
		Females	Males	Females	Males
4300	French / Literature				
4301	English				
4302	Germany				
4303	Espanish				
4304	Arab				
4305	Philosophy				
4306	Mathématiques				
4307	Physics				
4308	Chemistry				
4309	PCT				
4310	SVT / Biology				
4311	Computer Sciences				
4312	Physical Education				
4313	ESF/TM				
4314	Latin/Grec/Chinese				
4315	History				
4316	Geography				
4317	Civic				
4318	Guidance Counsellig				
4319	Religious Studies				
4320	Other				
4321	Total				

IV.3.3.1- Census of didactic and administrative staff per Academic Diploma

	Academic Diploma	Administrative staff			Teacher staff		
		Females	Males	Total	Females	Males	Total
43310	> (Master's) Maîtrise						
43311	(Master's) Maîtrise						
43312	(Bachelor's) Licence						
43313	DEUG/ BTS/ DUT						
43314	« A » Levels						
43315	< « A » levels						
43316	Without academic diploma						
43317	Total						

IV.3.3.2- Census of teacher staff according to the Status

	Status	Teacher staff		
		Females	Males	Total
43320	In post			
43321	External intend ship			
43322	Seek leave			
43323	Study leave			
43324	Maternal leave			
43325	Other reasons			
43326	Total			

IV.3.3.2- Census of didactic and administrative staff according to the Status

	Status	Principal			Vice Principal			Senior Discipline Master			Bursar			Secretary			
		F	M	Total	F	M	Total	F	M	Total	F	M	Total	F	M	Total	
43327	In post																
43328	External intend ship																
43329	Seek leave																
43330	Study leave																
43331	Maternal leave																
43332	Other reasons																
43333	Total																

IV.3.3.2- Recensement du personnel d'appui selon la position

	Status	Discipline Master			Nurse			Gardian			Nigth watchman			Maintenance Agent			Driver		
		F	M	Total	F	M	Total	F	M	Total	F	M	Total	F	M	Total	F	M	Total
43334	In post																		
43335	External intend ship																		
43336	Seek leave																		
43337	Study leave																		
43338	Maternal leave																		
43339	Other reasons																		
43340	Total																		

V- PEDAGOGIC ORGANIZATION OF THE SCHOOL (Total Weekly Teaching Periods in School According to the Status of Teachers)

	Subjects	Total weekly Periods allocated	Weekly Periods taught	Weekly Periods taught by part time eachers	Weekly Periods taught by administrative staff	Total weekly Periods taught
5000	French					
5001	English					
5002	German					
5003	Spanish					
5004	Arab					
5005	Geography					
5006	History					
5007	Civic					
5008	Philosophy					
5009	Mathématiques					
5010	Physics					
5011	Chemistry					
5012	Technology					
5013	Biology					
5014	Computer studies					
5015	Physical Education					
5016	Latin / Grec /Chinese/ Italian					
5017	Other					
5018	Total					

VI- EDUCATION FUNDING

6000	Indicate the amount of state subvention: (in FCFA): _ _ _ _ _ _ _ _ _ _
6001	If the school is government owned, indicate: The amount of the recurrent budget: _ _ _ _ _ _ _ _ _ _
6002	The amount of investment budget: _ _ _ _ _ _ _ _ _ _ The amount of subsidy (private): _ _ _ _ _ _ _ _ _ _
6003	Registration fees per student by cycle 1 st cycle : _ _ _ _ _ _ _ _ _ _ 2 nd cycle: _ _ _ _ _ _ _ _ _ _
6004	School fees per student and by cycle 1 st cycle : _ _ _ _ _ _ _ _ _ _ 2 nd cycle: _ _ _ _ _ _ _ _ _ _
Indicate the amount (in FCFA):	
6005	P.T.A. fees per parent : _ _ _ _ _ _ _ _ _ _
6006	Computer fees per Student (annual amount) : _ _ _ _ _ _ _ _ _ _
6007	Boarding fees per student (annual amount) : _ _ _ _ _ _ _ _ _ _
6008	Feeding fees per student (annual amount) : _ _ _ _ _ _ _ _ _ _
6009	Transport fees per student: _ _ _ _ _ _ _ _ _ _
6010	Did your school benefit from any form of assistance during the last school year? 1 = Yes; 2 = No
6011	If yes, indicate the donor(s): 1 = Local council; 2 = Minister; 3 = NGO / CIG; 4 = Local elite(s); 5 = a foreign partner(s); 6 = Other
6012	If yes, what was the nature of the assistance? Classroom construction <input type="checkbox"/> ; Computers <input type="checkbox"/> ; Benches <input type="checkbox"/> ; Books and/or documents <input type="checkbox"/> ; Playground <input type="checkbox"/> ; Financial <input type="checkbox"/> ; Others <input type="checkbox"/> ;

The questionnaire was finally answered on: |_|_|_|_|_|_|_|_|_|_|

Stamp and signature of the Principal

Name of the Principal: _____