

PROFORMA- 1

1. Name of the teacher who visits the school :

Designation, School Address :

2. Name of the teacher who teaches the
corresponding subject in the school :

3. Date of school visit :
(Including the time of arrival and departure from the school)

4. Details of the classes visited :

5. Number of students present in the class :

Class	Total Number of Students	No. of Students present in the class

Signature of the
Teacher who visits the school

Signature of Teacher/s

Signature of
the Principal

PROFORMA- 2

1. Name of School : _____
2. Date of visit to the school : _____
3. Whether the basic necessities for transacting the particular subject were present in the class? Put (✓) marks.

Items	Yes	Minimum/Moderate	No
Learning Materials			
Spacious classroom			
Laboratory			
Library			
Other relevant Materials			

4. Whether you received adequate co-operation at the time of visit?
Put (✓) mark

	Yes	Moderate	No
Principal			
Teachers who handle the particular subject			
Students			
Other members of the staff			
Management			

5. Whether you had any special experience : Yes/ No
during the day of your visit ?

If any, give details of your experience :

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6. General standard of the children (put ✓ mark)

- in accordance with the C.E scores awarded
- lower than C.E scores awarded
- higher than the CE scores awarded

7. Highest score (in percentage)

	Percentage of score	No. of learners who achieved the score
Based on direct evaluation		
Based on school C.E record		

8. Lowest score

	Percentage of score	No. of learners who achieved the score
Based on direct evaluation		
Based on school C.E record		

9. Are you satisfied with the activity conducted at the time of monitoring ? : Yes/ No

If not, why? :

10. General observations :

11. Signature of the teacher

Who visited the school :