

**Pond #:** \_\_\_\_\_ **Month #:** \_\_\_\_\_

## Pond Observation Checklist

As an Education Director, you are responsible for visiting and observing each Pond. This document is a guide for you to use as you observe each Pond. Please complete this document while you observe a Pond. Please observe one Pond each month. Observe the Pond for the duration of the school morning, from 07:00 to 11:00.

### START OBSERVATION

**Pond Location in camp (block):** \_\_\_\_\_

**Day and Month of observation:** \_\_\_\_\_

Today's class started at \_\_\_\_\_ and finished at \_\_\_\_\_ (time)

Your observation started at \_\_\_\_\_ and finished at \_\_\_\_\_ (time)

**A1. How many adults are at the Pond today, and what are their roles? Please write the number of adults at the Pond, next to their roles:**

Teachers: \_\_\_\_\_ Cooks: \_\_\_\_\_

Other Adults (If there are other adults here, please write down how many other adults there are, and who they are): \_\_\_\_\_

**A2. How many girls and boys are in class today?**

Girls: \_\_\_\_\_ Boys: \_\_\_\_\_

**A3. How many girls and boys are registered at this Pond? Ask the teachers if you need to.**

Girls: \_\_\_\_\_ Boys: \_\_\_\_\_

☒ **B1. Check the boxes next to the activity you observe the teachers doing during the times between 07:00 and 11:00. Please leave the box next to the activity blank (do not check the box) if you do not see the activity:**

☐ Mindfulness exercise with students

☐ Teaching numbers by using materials

☐ Reading a book to students

☐ Teaching the alphabet by using materials

☐ Asking students about how they feel

☐ Allowing students to play freely with materials, and without instruction

☐ Outdoor play with students

☐ Allowing students to draw or color freely without instruction

☐ Telling a story to students

☒ **B2. Check the boxes next to the educational materials you observe the teachers using:**

☐ Chime

☐ Colorful vehicles

☐ Books

☐ Peace, Helping, Sharing posters

☐ Arabic wooden blocks

☐ Moon emotion cards

☐ Balls

☐ Arabic foam mat

☐ Colorful animals

☐ Colorful plastic blocks

☐ Colorful sphere

☒ **C1. Check the boxes next to the safety and health practices you observe at the Pond:**

**Cleanliness and safety:**

☐ No nails, broken glass, razors, or sharp objects on the ground

☐ Students are not near open cooking fires

☐ The fence around the Pond is well maintained

☐ Students are protected from large animals

☐ Students are protected from motor-vehicle traffic

**A latrine (check only one box):**

- ☐ A latrine is not available for students in the Pond
- ☐ A latrine is available but dirty and not being used
- ☐ A latrine is available, and it's clean and being used by boys and girls

**Clean drinking water (check only one box):**

- ☐ Drinking water is not available for students
- ☐ Drinking water is available for students

**Hand-washing (check only one box):**

- ☐ Students do not wash hands
- ☐ Students are sometimes seen washing hands and without soap
- ☐ Students are often seen washing hands and without soap
- ☐ Students are often seen washing hands and with soap

**Seating material (check only one box):**

- ☐ Students are mainly sitting on bare cement and without a mat
- ☐ Students are mainly sitting on a mat

☒ **DI. Posters on the walls of the Pond (check only one box):**

- ☐ There are no posters on the walls
- ☐ There are posters but not at children's eye level
- ☐ There are two or three poster of any type at eye level
- ☐ There are four or more posters, at least one with letters and one with numbers at children's eye level

☒ **EI. Students' waiting time before or during an activity (when students are not doing anything and must remain quiet):**

- ☐ All or some students wait for 10 to 20 minutes as the teacher prepares and/or the teacher attends to other students
- ☐ Some or all students wait for 5 to 10 minutes as the teacher prepares and/or the teacher attends to other students
- ☐ All students wait for fewer than 5 minutes as the teacher prepares and/or the teacher attends to other students

☒ **E2. Asking students questions:**

- ☐ Teacher asks students to respond together as a group with a memorized answer
- ☐ Teacher asks 3 or more individual students, one at a time, open-ended questions, allowing each student to express his or her personal opinions and ideas **without** guiding his or her answers
- ☐ Teacher asks 3 or more individual students, one at a time, open-ended questions, allowing each student to express his or her personal opinions and ideas, **along with** guiding his or her answers

☒ **E3. Discipline:**

- ☐ There is a lot of misbehavior that the teacher constantly tries to control physically or verbally
- ☐ Teacher ignores misbehavior of students
- ☐ Teacher crouches down to students' eye level and redirects their attention
- ☐ Teacher crouches down to students' eye level, uses reason to address misbehavior, and, if there is conflict between two or more students, guides students to resolve their conflict with each other

☒ **E4. Praising students:**

- ☐ Teacher smiles at, looks directly at, claps for, or verbally praises fewer than 5 students
- ☐ Teacher smiles at, looks directly at, claps for, and verbally praises 5 or more individual students
- ☐ Teacher smiles at, looks directly at, claps for, and verbally praises 10 or more individual students