



SAL 101: LIBRARY PRE-INSTALLATION ASSESSMENT FORM

Start a Library is a Kenyan reading promotion initiative that enhances access to supplementary reading materials for children and nurtures a culture of reading for pleasure. We do this through innovative reading promotion programs and development of libraries in schools.

Please fill out the following details to help us determine your library needs (USE BLOCK LETTERS)

PART I: Contact details

1. Full name of the school _____
2. Category of school: Government Private Community
3. Year of establishment _____ County _____
Physical location _____ Road/Street _____
Nearby landmark _____
4. Please provide details of names and contacts for the following, where possible:
 - a) School Tel. _____ E-mail _____
 - b) Head teacher _____ Phone _____
Email _____
 - c) BOM- Chairperson _____ Phone _____

PART II: School population & performance

1. What is the total population in your school? Class 1-8 _____ ECD _____
2. Please indicate total number of students per class and the latest overall mean score

Std. 1: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 2: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 3: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 4: Boys..... Girls..... English mean Kiswahili mean Mean score.....
Std. 5: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 6: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 7: Boys..... Girls..... English mean Kiswahili mean Mean score.....	Std. 8: Boys..... Girls..... English mean Kiswahili mean Mean score.....

3. How many students have any form of disability? Boys _____ Girls _____
Physical Visual Hearing Other _____

4. Please indicate your KCPE mean score for the last 3 years

2014 2015 2016

PART III: About the current library

1. Do you have a school library (print or digital)? Yes No

o If No;

a) Is there appropriate space that can be set aside to be used as a library? Yes No

b) Does your school have shelves that would accommodate the books? Yes No

o If yes;

a) How many of the books are: Eng storybooks _____ Kiswahili Storybooks _____
Textbooks _____

b) How did you acquire the books? (tick where appropriate and indicate number of books)

o Purchase from FPE funds _____

o International donations _____

o Local donations _____

o Purchase by parents _____

o Any other: _____

c) When was the last time you bought or received the storybooks? _____

d) Do you have any partners who have supported your school through donation of books and furniture, infrastructural development or pupils feeding programme? Yes No

o Provide details and contacts where possible _____

2. Do you have a dedicated library teacher? Yes No

o If yes, please provide details: Name _____ Tel No. : _____

o If no, please nominate a teacher: Name _____ Tel No: _____

3. Does your school observe the weekly library lesson for all classes as provided for in the curriculum? Yes No (if yes, please attach photo of timetable reflecting library lessons)

4. Kindly attach a letter requesting for a library and indicate its value to the pupils, teachers and parents. (Address it to the Start a Library Brand Manager:0710205229).

5. Additional information _____

Name

Signature

Date

Stamp

Please note: By filling this form your school has been enlisted as a potential beneficiary of a library from Start a Library. While we make every effort to mobilize resources to start libraries in all public primary schools in Kenya, this form does not guarantee a library for your school.