

China Education Panel Survey

Academic Year 2014-2015

School Administrator Questionnaire

Province (Autonomous Region/Municipality): _____

County (District): _____ **City:** _____

Name of School: _____

School administrators answering this questionnaire do not need to fill in the blanks in the box below.

Code of Questionnaire: [____|____|____|____|____|____]

Code of County/District: [____|____|____|____|____|____]

Distinguished school administrators,

China Education Panel Survey (CEPS) is the first large-scale, nationwide, and longitudinal social survey of junior high students in China. It is jointly conducted by the National Survey Research Center (NSRC) at Renmin University of China and academic institutions throughout the country. During the academic year of 2013-2014, we surveyed nearly 20,000 students as well as their parents, homeroom teachers, subject teachers and school administrators. Through scientific sampling, your school has been chosen as the sample school. This year, we hope this follow-up survey would help us understand the growth and progress of your school and students. We would appreciate it very much if you could help us finish this questionnaire. Thank you for your understanding and support.

There are neither right nor wrong answers to these questions and your answers will not be evaluated as part of your work performance or that of your school. Therefore, please answer all the questions in this questionnaire truthfully based on your own ideas and the reality of the school. We pledge here that under *the Statistics Law of the People's Republic of China*, we will hold all the information you are going to provide in strict confidence and it will never be given away to any individual or institution. Thank you for your cooperation.

National Survey Research Center (NSRC), Renmin University of China

March, 2015

[Answering Instruction]

When answering a multiple-choice question, please circle the number of your choice; when answering a blank-filling question, please write down words or numbers on the lines in the square brackets.

Part A: Basic Information of the School

A1. Which category best describes your school:

1. Public school
2. Private school subsidized by the government
3. Ordinary private school
4. Private school for children of migrant workers →
5. Other (Please specify: _____)

Have you acquired the license from the government to run the school?

1. Yes, we got it in the year [][][][]
2. Not yet, but we have got governmental support.
3. Not yet, and we are not supported by the government

A2. Does the junior high department of your school enroll students from non-local counties / districts?

1. Yes

2. No

A3. Judging from the conditions of running schools, what is the current ranking of the junior high department of your school in the local county/district?

1. Near the bottom

2. Below average

3. Average

4. Above average

5. Among the best

A4. *IN THE PAST YEAR*, has your school been moved, expanded or reconstructed?

1. Yes

2. No

A5. *IN THE PAST YEAR*, has your school been merged with other schools?

1. Yes

2. No

A6. Does your school have a playground with circular lanes?

1. Yes, we have lanes of [][][][] meters

2. No

A7. Does your school offer students' dormitories?

1. Yes, all the students live in school

2. Yes, some students live in school

3. No

A8. How many dormitory rooms are there in your school? (Please fill in 0000 if the school does not provide dormitories.)

[][][][] rooms; [][] persons/room on average

A9. Does your school have the following facilities:

	No	Yes, but need to be improved	Yes, and well equipped
Laboratory	1	2	3
Computer room	1	2	3
Library	1	2	3
Music room	1	2	3
Student activity room	1	2	3
Psychological counseling room	1	2	3
Student cafeteria	1	2	3
Playground	1	2	3
Gymnasium	1	2	3
Swimming pool	1	2	3

2. No

A19. Which of the following best describes the community where the school is located:

1. Center of the city/town
2. Outskirts of the city/town
3. Rural-urban fringe zone of the city/town
4. Towns outside of the city/town
5. Rural areas

A20. What is the major type of communities surrounding your school?

1. Old urban areas without reconstruction (neighboring community)
2. Single or mixed unitary community
3. Affordable housing community
4. Ordinary commodity housing community
5. Exclusive residential district
6. "Urban village" (a village transformed into or merged with a community)
7. Rural areas
8. Other (Please specify: _____)

A21. Are there any of the following sites close to your school? (Please mark all that apply.)

1. Residential area
2. Cybercafé
3. Library
4. Canteen
5. Snack stands on the street
6. Public transport stations
7. Video arcades

A22. Does juvenile delinquency happen in the community where your school is located?

- | | | | |
|-------|-----------|----------|-----------|
| 1. No | 2. Seldom | 3. Often | 4. Always |
|-------|-----------|----------|-----------|

(Please continue to finish Part B.)

Part B: Basic Information of JUNIOR HIGH Students at School:

B1. The number of classes and students of each grade in your junior high school is:

	Number of classes	Total number of students
Grade 7	[] []	[] [] [] []
Grade 8	[] []	[] [] [] []
Grade 9	[] []	[] [] [] []

B2. For students in *GRADE 8*, what is the percentage of each of the following ? (Please fill in 0 if you don't have that kind of student.)

	The percentage of students
Hukou of the local county/district	[] [] [] %
Hukou of non-local counties/districts of this province	[] [] [] %
Hukou of other provinces	[] [] [] %
Total	100%

B3. What do you think of the quality of students enrolled this year compared to last year?

1. Worse than last year
2. Almost the same
3. Better than last year

B4. Compared to students from the local county/district in the junior high department of your school, how do students from non-local counties/districts perform in the following subjects when entering school?

	Much poorer	Somewhat poorer	About the same	Somewhat better	Much better	No students in this school are from non-local counties/districts
Math	1	2	3	4	5	9
Chinese	1	2	3	4	5	9
English	1	2	3	4	5	9

B5. On average, what is the educational level of the students' parents in the junior high department of your school compared to other schools in the local county/district?

1. Near the bottom
2. Below average
3. Average
4. Above average
5. Among the highest

B6. On average, what is the level of income of the students' parents in the junior high department of your school in the local county/district?

1. Near the bottom
2. Below average
3. Average
4. Above average
5. Among the highest

B7. What are the top 3 professions of the students' parents in the junior high department of your school? Please fill in the following blanks with numbers above:

Top 1st: [] Top 2nd: [] Top 3rd: []

1. Government official/cadre
2. Cadre/Official/Administrator of public institutions, enterprises/corporations
3. Scientist, engineer, university professor or other professionals
4. Doctor, lawyer, high school/primary school teacher
5. Accountant, nurse, computer programmer or other technical staff
6. Ordinary staff or worker
7. Ordinary staff or worker in business or service
8. Worker
9. Farmer, herdsman, fisherman
10. Elementary worker (for example: cleaner, guard, housekeeper, or sanitation worker)

B8. What are the top 3 professions of the *NON-LOCAL* students' parents in the junior high department of your school? (Please fill in the following blanks with numbers in Question B7. If no students in this school are from non-local counties/districts, please fill in "99" in each of the following blank.)

Top 1st: [] Top 2nd: [] Top 3rd: []

B9. What are the differences between parents from the local county/district and non-local counties/districts in the following situations?

	Those from the local county/district do better than those from non-local counties/districts	About the same	Those from the local county/district do worse than those from non-local counties/districts	No students in this school are from non-local counties/districts
Concern about child's academic record	1	2	3	9
Concern about child's daily life	1	2	3	9
Expectation on child's education	1	2	3	9
Management of child's behaviors and habits	1	2	3	9
Communication with school teachers	1	2	3	9
Cooperation with the school	1	2	3	9

B10. *IN THE LAST ACADEMIC YEAR* (2013-2014), how many students in your school have dropped out, transferred out of or into the school? (Please fill in 0 if no such student.)

	Drop out	Transfer out	Transfer in
Grade 7	[][][]	[][][]	[][][]
Grade 8	[][][]	[][][]	[][][]
Grade 9	[][][]	[][][]	[][][]

B11. Does your school worry about the following situations that will possibly happen *IN FIVE YEARS*?

	Very much worried	Somewhat worried	Not very worried	Not worried at all
Increasing number of students	1	2	3	4
Difficulty to enroll students	1	2	3	4
Student loss	1	2	3	4
Teacher loss	1	2	3	4
Dismantlement and merging of the school	1	2	3	4

(Please continue to finish Part C.)

Part C: Basic Information of Teachers in the JUNIOR HIGH Department

C1. What is the number of teachers in your junior high department in each of the following categories? (Please fill in 0 if there is no teacher in your school fit a particular category.)

	Number of teachers
Total number of teachers in junior high department	[][][]
Among them: the number of male teachers	[][][]
The number of teachers in junior high department who have a Teacher Certification	[][][]
The number of substitute teachers in junior high department	[][][]
The number of teachers in junior high department resigned or retired in the academic year 2013-2014	[][][]
The number of newly hired teachers in junior high department in the academic year 2013-2014	[][][]
The <i>STUDENTS TO TEACHERS RATIO</i> at present	[]:[]

C2. Is it easy or difficult for your junior high department to hire new teachers in each of the following subjects?

	Somewhat easy	Somewhat difficult	Very difficult
Math	1	2	3
Chinese	1	2	3
English	1	2	3

C3. What is the number of teachers in your junior high department with different number of years' teaching experience? (Please fill in 000 if no teacher in your school fit a particular category.)

	Number of teachers
0~4 years of teaching experience	[][][]
5~9 years of teaching experience	[][][]
Over 10 years of teaching experience	[][][]

C4. What is the number of teachers in your junior high department having the following educational background? (Please fill in 0 if no teacher in your school fit a particular category.)

C10. Does your junior high department offer official teachers' establishment when hiring new teachers?

1. Yes 2. No

C11. In which of the following subjects has your junior high department ever lowered the employment standards because of the shortage of teachers? (Please mark all that apply.)

1. Chinese
2. Math
3. English
4. Other (Please specify: _____)
5. No, we have never done that

C12. Does your junior high department provide training programs for teachers? (including all kinds of training programs organized by your school, the local education commission or the local education bureau)

1. Yes, we had [__|__] training courses in total last year
2. No.

C13. Does your junior high department provide psychological health training program for teachers?

1. Yes, we had [__ __] training courses in total last year
2. No.

C14. Is the salary of teachers in your junior high department subsidized by the government?

1. Yes 2. No

(Please continue to finish Part D.)

Part D: Enrollment of Students in the JUNIOR HIGH Department

D1. How much does a junior high student *FROM LOCAL COUNTY/DISTRICT* in Grade 8 have to pay for each of the following items *LAST SEMESTER*? (Please fill in 0 if there is no charge for a particular item.)

	Students from the local county/district
Tuition fees	[][][][][][][][] Yuan
Book fees	[][][][][][][][] Yuan
Supplementary education material fees	[][][][][][][][] Yuan
Uniform fees	[][][][][][][][] Yuan
Activity fees	[][][][][][][][] Yuan
Insurance fees	[][][][][][][][] Yuan
Meals charge	[][][][][][][][] Yuan
Boarding fees	[][][][][][][][] Yuan
Other (Please specify: _____)	[][][][][][][][] Yuan

D2. *LAST SEMESTER*, which of the following do your junior high department charge differently in grade 8 between students from the local county/district and students from non-local counties/districts? (Please mark all that apply)

0. All fees are the same
- | | | |
|-----------------|------------------|--|
| 1. Tuition fees | 2. Book fees | 3. Supplementary education material fees |
| 4. Uniform fees | 5. Activity fees | 6. Insurance fees |
| 7. Meals charge | 8. Boarding fees | 9. Other (Please specify: _____) |

D3. *LAST SEMESTER*, are students in your junior high department from the *LOCAL COUNTY/DISTRICT* offered the following governmental subsidies in education? (Please mark all that apply.)

1. Exemption of book fees
2. Free breakfast/lunch offered by the school
3. Grants for poor students
4. Other (Please specify: _____)
5. No subsidies
6. No students in junior high department are from the local county/district

D4. *LAST SEMESTER*, are students in your junior high department from the *NON-LOCAL* county/district offered the following governmental subsidies in education? (Please mark all that apply.)

1. Exemption of book fees
2. Free breakfast/lunch offered by the school
3. Grants for poor students
4. Other (Please specify: _____)
5. No subsidies
6. No students in junior high department are from the non-local county/district

(Please continue to finish Part E.)

Part E: Management of the JUNIOR HIGH Department

E1. Generally speaking, how many days are students in Grade 8 required to attend school every week in your school? (1 decimal digit is reserved.)

[__].[__]days

E2. At what time are students in Grade 8 required to arrive and leave school every day? (24-hour time system)

Time required to arrive at school: [__][__]:[__][__]

Time required to leave school: [__][__]:[__][__]

E3. How many classes are students in Grade 8 required to take every day and how long does each class last?

Number of classes everyday: [__][__]

Lasting period of each class: [__][__]

E4. Does your school offer classrooms for students in Grade 8 to self-study at night?

1. Yes

2. No (**SKIP TO E8**)

E5. Does your school require students in Grade 8 to self-study at night in school?

1. Yes

2. No (**SKIP TO E8**)

E6. The time arrangement of self-studying at night for students in Grade 8: (24-hour time system)

Starting time: [__][__]: [__][__]

Ending time: [__][__]: [__][__]

E7. Will there be teachers in classroom to monitor students' self-study for Grade 8 at night in school?

1. Yes

2. No

E8. Does your school organize the following activities for students in Grade 8 in the summer or winter vacation? (Please mark all that apply.)

0. No

1. Cram classes

2. Advanced classes

3. Summer/winter camps

4. Other (Please specify: _____)

E9. How many students in Grade 8 can you name in your school? (Please fill in the percentage)

[__][__][__]%

E10. Does Grade 8 in your school fit in each of the following descriptions?

	Not fit at all	Somewhat not fit	Somewhat fit	Exactly fit
Parents do not cooperate with the school.	1	2	3	4
Parents demand their children to be in specific classes or be taught by specific teachers.	1	2	3	4
Students often skip school.	1	2	3	4
It is hard to manage the school discipline.	1	2	3	4
The school is crowded.	1	2	3	4
The flow of teachers is frequent.	1	2	3	4

E11. How often did each of the following happen in Grade 8 *LAST WEEK*?

	Never	1-4 times	5-10 times	Over 10 times
Students' fight with each other	1	2	3	4
Students' vandalism	1	2	3	4
Students' smoking	1	2	3	4
Students' drinking	1	2	3	4
Gang activities within or outside the campus	1	2	3	4
Chaotic classroom atmosphere	1	2	3	4
Teachers scolding at students	1	2	3	4
Corporal punishment of students by teachers	1	2	3	4

E12. If students in Grade 8 *FROM OTHER PROVINCES* are transferred to another school or drop out, how will their school rolls/student files be handled?

1. Transfer them to the new school
2. Transfer them to its province-level educational departments
3. Offer them a school transfer certificate
4. Other (Please specify: _____)

E13. Does your school accept transferred-in students in Grade 8 (from other schools)?

1. Yes
2. No (**SKIP TO E16**)

E14. How does your school manage the school rolls/student files of transferred-in students in Grade 8 *FROM OTHER PROVINCES*?

1. To continue the records and files transferred from the previous school
2. To create new records and files
3. Other (Please specify: _____)

E15. What are the standards for arranging classes for transferred-in students in Grade 8? (Please mark all that apply.)

1. Grades they have got in the entrance exam
2. Location of their hukou
3. Randomly or evenly assign them into different classes
4. Other

E16. Will your school rearrange the students in Grade 8 into different classes at the beginning of this semester?

1. Yes
2. No (SKIP TO E18)

E17. This rearrangement of classes is based on:

1. Chinese scores
2. Math scores
3. English scores
4. Total scores
5. Not based on academic records

E18. What are the major teaching methods used by teachers for students in Grade 8 in your school? (Please mark all that apply.)

1. Lectures
2. Group discussion
3. Bilingual teaching
4. Students choosing classes in different levels according to their own capabilities
5. Other (Please specify: _____)

E19. What measure will be taken by the school if students in Grade 8 fail to pass exams? (Please mark all that apply.)

0. No particular measure
1. Requiring them to repeat a year
2. After-class tutoring
3. Other (Please specify: _____)

E20. For students in Grade 8 performing outstandingly well in a certain subject, does your school offer opportunities for further improvement?

1. Yes
2. No

E21. On average, how many classes does a major subject (math, Chinese or English) teacher (not a homeroom one) teach in Grade 8?

[__|__] class(s) in total

E22. Is it difficult for your school to arrange teachers in Grade 8 in the following subjects?

	Not difficult	Somewhat difficult	Very difficult
Math	1	2	3
Chinese	1	2	3
English	1	2	3

**E23. In which grade does your junior high department provide ‘health education courses’?
(Please mark all that apply)**

- 0.No 1. Grade 7 2. Grade 8 3. Grade 9

E24. Does your junior high department arrange physical examination for all students?

- 0.No. 1. Yes, once an academic year. 2. Yes, but not once an academic year.

E25. Assuming that a student named Xiaoming in Grade 8 cannot stay focused in class or sit still, and is always playing while studying, overactive and impulsive, what would most of the teachers in your junior high department do if they met a student like him? (Please mark all that apply)

1. They would be unconcerned and isolate Xiaoming
2. They would criticize Xiaoming in public
3. They would criticize Xiaoming in private
4. They would try to help Xiaoming
5. They would ask Xiaoming’s parents to help him together
6. They would tell other students not to isolate Xiaoming
7. They would treat it as a normal phenomenon and do nothing

E26. Assuming that a student named Xiaohong in Grade 8 recently become depressed, passionless, and slow in thinking and acting, what would most of the teachers in your junior high department do if they met a student like her? (Please mark all that apply)

1. They would be unconcerned and isolate Xiaohong
2. They would criticize Xiaohong in public
3. They would criticize Xiaohong in private
4. They would try to help Xiaohong
5. They would ask Xiaohong’s parents to help her together
6. They would tell other students not to isolate Xiaohong
7. They would treat it as a normal phenomenon and do nothing

E27. At present, what are the challenges that your school is facing with in management? (Please mark all that apply.)

1. Poor quality of students enrolled
2. Too many students from non-local counties/districts
3. Poor quality of teachers
4. Lack of funding
5. Other (Please specify: _____)
6. None of the above

E28. During *THE LAST SEMESTER*, how many times did your school do each of the following?

	Never	1 time	2-4 times	Over 5 times
Parent meeting	1	2	3	4
Writing reports to parents about students’ performance at school	1	2	3	4

	Never	1 time	2-4 times	Over 5 times
Inviting parents to attend classes	1	2	3	4
Inviting parents to have an informal discussion with teachers	1	2	3	4
Inviting parents to watch students' shows or to take part in extracurricular activities	1	2	3	4
Holding lectures for students on daily-life guidance like emotional management and parent-child relationship	1	2	3	4

E29. In the 2013-2014 academic year, how many students have graduated from the junior high department in your school? (Please circle "9" if no students in this school are from non-local counties/districts.)

	Students from the local county/district	Students from non-local counties/districts	No students in this school are from non-local counties/districts
Total number of graduates in the junior high department	[][][][]	[][][][]	9
Number of students admitted to key senior high schools	[][][][]	[][][][]	9
Number of students admitted to regular senior high schools	[][][][]	[][][][]	9
Number of students admitted to vocational high schools/technical secondary schools /technical schools	[][][][]	[][][][]	9
Number of students entering labor market	[][][][]	[][][][]	9

(Please continue to finish Part F.)

Part F: Personal Information

F1. What is your administrative post in this school?

1. Principal
2. Vice-principal
3. Dean
4. Other (Please specify: _____)

F2. When did you begin to hold the post in this school?

In the year [__|__|__|__]

F3. Your sex is:

1. Male
2. Female

F4. Your year of birth is: [__|__|__|__]

F5. What is your political affiliation at present?

1. Member of the Communist Party
2. Member of a Democratic Party
3. The masses

F6. What is the highest education level you have completed or are working on at present?

1. Junior high school degree or below
2. Vocational high school/technical secondary school/technical school degree
3. Senior high school degree
4. Junior college degree
5. Bachelor degree (attained through adult higher education)
6. Bachelor degree (attained through regular higher education)
7. Master degree or higher

F7. Are you a graduate from normal universities or pedagogical majors?

1. Yes
2. No

F8. Do you have a teacher certification?

1. Yes, I obtained it in the year [__|__|__|__].
2. No

F9. Before taking the administrative post in this school, have you ever worked in an administrative department of education like the Education Bureau or the Education Commission?

1. Yes, I have worked in such department for [__|__] years.
2. No.

F10. Before taking the administrative post in this school, have you ever been a teacher at school?

1. Yes, I have been a teacher for [__|__] years.
2. No.

F11. How many years have you engaged yourself in education?

[__|__] years

F12. How many years have you worked in this school?

[____|____] years

F13. How many years have you ever served as head of schools? (including head of other schools)

[____|____] years

F14. In your opinion, what are the capabilities or qualities of students that the school needs to improve its educating further? (Please mark all that apply.)

1. The capability of analyzing and solving problems
2. Creativity and imagination
3. Self-discipline and perseverance
4. Positive values and morality
5. Interpersonal relationship, communication and cooperation
6. Mental health
7. Concerns for and engagement in public affairs

F15. In what aspects do you think the school should bear more responsibility than students' family? (Please mark all that apply.)

1. The capability of analyzing and solving problems
2. Creativity and imagination
3. Self-discipline and perseverance
4. Positive values and morality
5. Interpersonal relationship, communication and cooperation
6. Mental health
7. Concerns for and engagement in public affairs

F16. What do you think is the most important goal of school education? (Please mark all that apply.)

1. To foster virtue
2. To pass on basic knowledge
3. To foster comprehensive capabilities
4. To increase senior high school/college/university acceptance rate
5. To make sure students can grow up happily and safely

(Please continue to finish Part G.)

Part G: Contact Information

We hope to continue the tracking of the students' future progress and the development of your school through this panel survey. Please leave the contact information of the school principal and that of another person in charge so that we could keep in touch with your school and students:

G1. Contact information of you

Name: _____

Office phone number: _____

Mobile phone number: _____

E-mail: _____

QQ: _____

G2. Contact information of the school principal (If you are the principal, please skip to G3)

Name: _____

Office phone number: _____

Mobile phone number: _____

E-mail: _____

QQ: _____

G3. Contact information of another person in charge

Name: _____

Office phone number: _____

Mobile phone number: _____

E-mail: _____

QQ: _____

This is the end of the questionnaire. Thank you for your engagement and cooperation! We wish you a good health and a successful career!