**8.2 INSPECTION OF SCHOOL**

The purpose of inspection is to ensure that high standards are maintained and that there is continuing development of the educational system.

* Evaluation of standard of education, quality of teaching and the effectiveness of individual teachers.
* To promote excellence in the management of teaching and teaching methods including the use of technology based teaching and its fine tuning.
* Inspection will be held with an objective of bringing about the improvement in the standard of teaching in the school.
* Having a view of **standard and quality of education** is critical for everyone concerned with education. A comprehensive report of assessment, defects and deficiencies in teaching-learning process and the education system will be submitted (by the convener of Inspection team) to the Managing Committee for necessary remedial action within 15 days.
* Every recognized school shall be inspected at least at least once in each financial year.

**DELHI EDUCATION ACT 1973,**

**Supervision/Inspection of the academic work**

**(Actual teaching and its different aspects)**

The supervisor/Inspector whether alone or in a team shall thoroughly supervise the teaching of all individual teachers and the work done by students. Inspection shall be as objective and critical as possible. It shall be effective and aimed at bringing about improvements in the standard of teaching-learning situation.

**Points to be observed and notes made on the following:**

* How the teacher has planned his/her lesson?
* The type of lesson/notes written by the teacher and how far they are useful?
* Whether the teacher has converted the specified course and syllabus for the term and has adhered to it in the programme of teaching?
* Was the lesson taught on the day of inspection already scheduled and planned for the day?
* Were the questions put to the students thought-provoking and well-distributed?
* How far the teacher encouraged the students to put questions to him/her or the subject?
* What type of audio-visual aids were used by the teacher in the class and how far were they effectively used?
* Did the teacher write a proper black-board summery?
* How far was it a true synopsis of the lesson taught?
* Are the assignments given by the teacher, and if so, are they judicious and scientifically given?
* Does the teacher gives the class-work to students regularly? If so, is it regularly corrected and corrections followed up?
* How much home work is given by the teacher? Is it regularly corrected and followed up?
* How far is the assignment for class work and home work assessed and evaluated?
* Has any record of such assessment been kept by the teacher and if so, how?
* What methods were used by the teacher in teaching the lesson and how far was the method effective?
* How far was the lesson taught by the teacher effective?
* How far did the students grasp the subject?
* How far the teacher did achieved the objectives of the lesson?
* Were periodical tests held?
* What types of papers are given to the students?
* How are they evaluated?
* How are the tests and examinations in the school organized?
* How far the modern techniques in setting and evaluation of papers used?
* How is the record of tests and examinations kept in the school?
* Is it properly maintained?
* Are progress-reports of students regularly sent to the parents?
* Are they signed by the class-teacher and the head of the institution?
* Are they kept in proper and safe custody?
* What remedial steps have been taken by the teacher to remove the weakness of students in different areas?
* Does he/she keep any record of such students and the progress achieved by them?
* What efforts has the teacher made in helping the gifted children?
* Is there any record of their progress and achievement kept?
* What projects, if any, has the teacher taken up in the school?
* How far are the students and teacher involved in the project?
* How far the objects of the project have been achieved?
* Have any innovations and new experiments been made by the teacher? If so, with what was their results?
* How does the teacher encourage love for the subject and love for reading amongst the students?
* What efforts has the teacher made in improving the hand-writing of his students?
* How far he/she succeeded in it?
* Does the teacher write his/her diary properly and regularly?
* How far does it help him/her and the authorities in assessment in hi/her work?
* Did the teacher keep a class library?
* If so, how is it organized and with what results?
* How does the teacher control his/her class?
* How are his relations with his/her students?
* Has the teacher participated in any seminars, refresher courses, summer-institutes or in-service training programs? If so, give details.
* Has the teacher contributed any article or published any text-book, etc? If so, give particulars.
* Has the teacher received any recognition, award or prize from the school, community or the Government? If so, give details.
* A critical and objective impression as a whole of the teaching-learning situation observed by the Inspector may be recorded.