

INTERNAL EVALUATION OF EDUCATIONAL CENTERS



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TEACHING AND
LEARNING PROCESS
EVALUATION

ORGANISATION
AND FUNCTIONING
EVALUATION

ENVIRONMENTAL
RELATIONSHIP
EVALUATION

EVALUATION AND
INNOVATION

INTERNAL EVALUATION OF SCHOOLS

TEACHING AND
LEARNING PROCESS
EVALUATION

INTERNAL EVALUATION OF SCHOOLS

Materials, staff and functional
conditions

Group organisaton

Diversity programme

Infrastructures and
equipment

Space and time distribution

Tutorial programme

Students' characteristics

Curriculum development

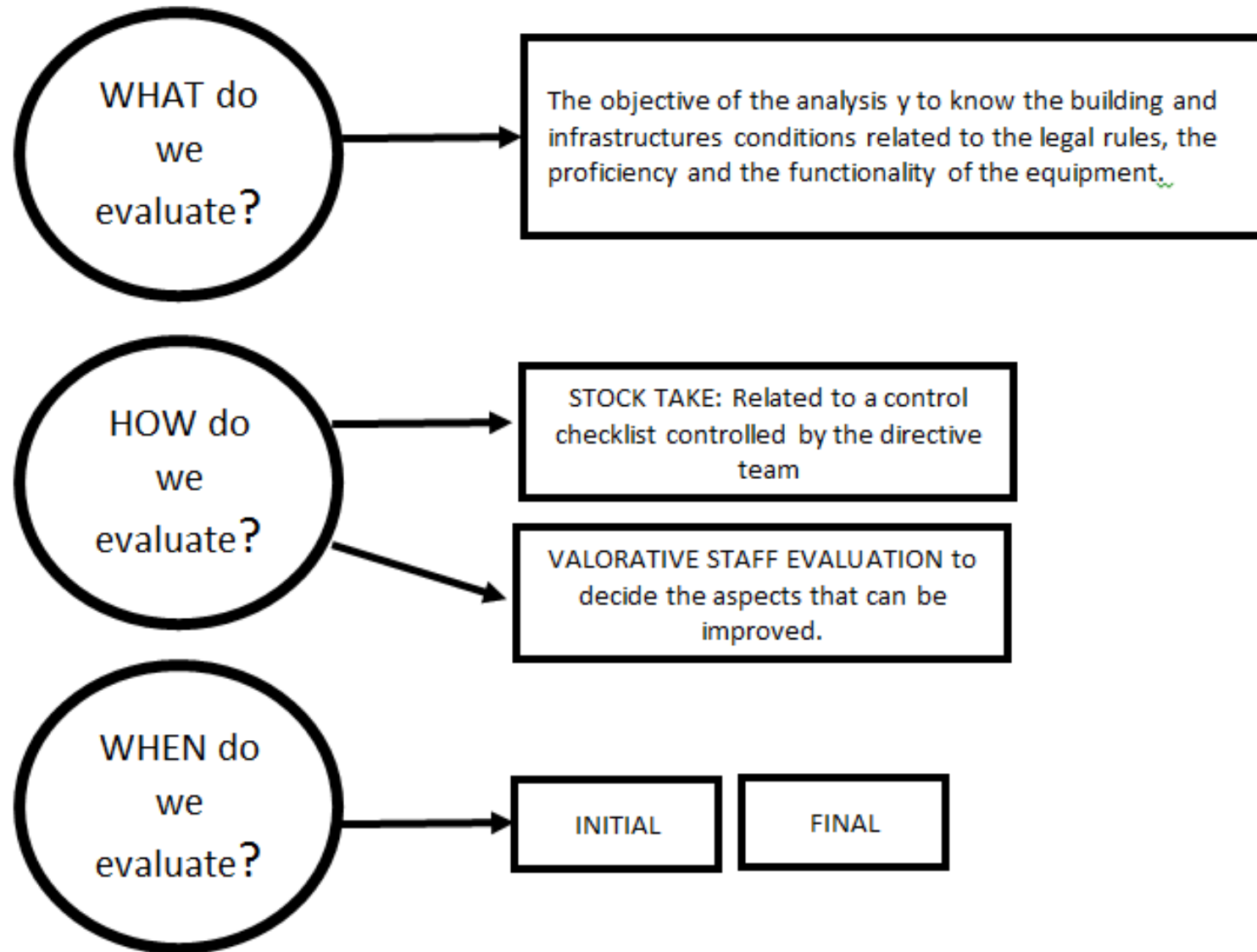
Students scholar results

MATERIAL, STAFF AND FUNCTIONAL CONDITIONS

1. Infrastructures and equipment
2. Staff and professional characteristics
3. Students characteristics
4. Group organization and time-space distribution

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
EQUIPMENT AND INFRASTRUCTURES	Directive Team		Stock take
STAFF		Staff team Scholar council	
STUDENTS			Psicopedagogical analysis Expedients
GROUP ORGANISATION TIME-SPACE DISTRIBUTION		Staff team	

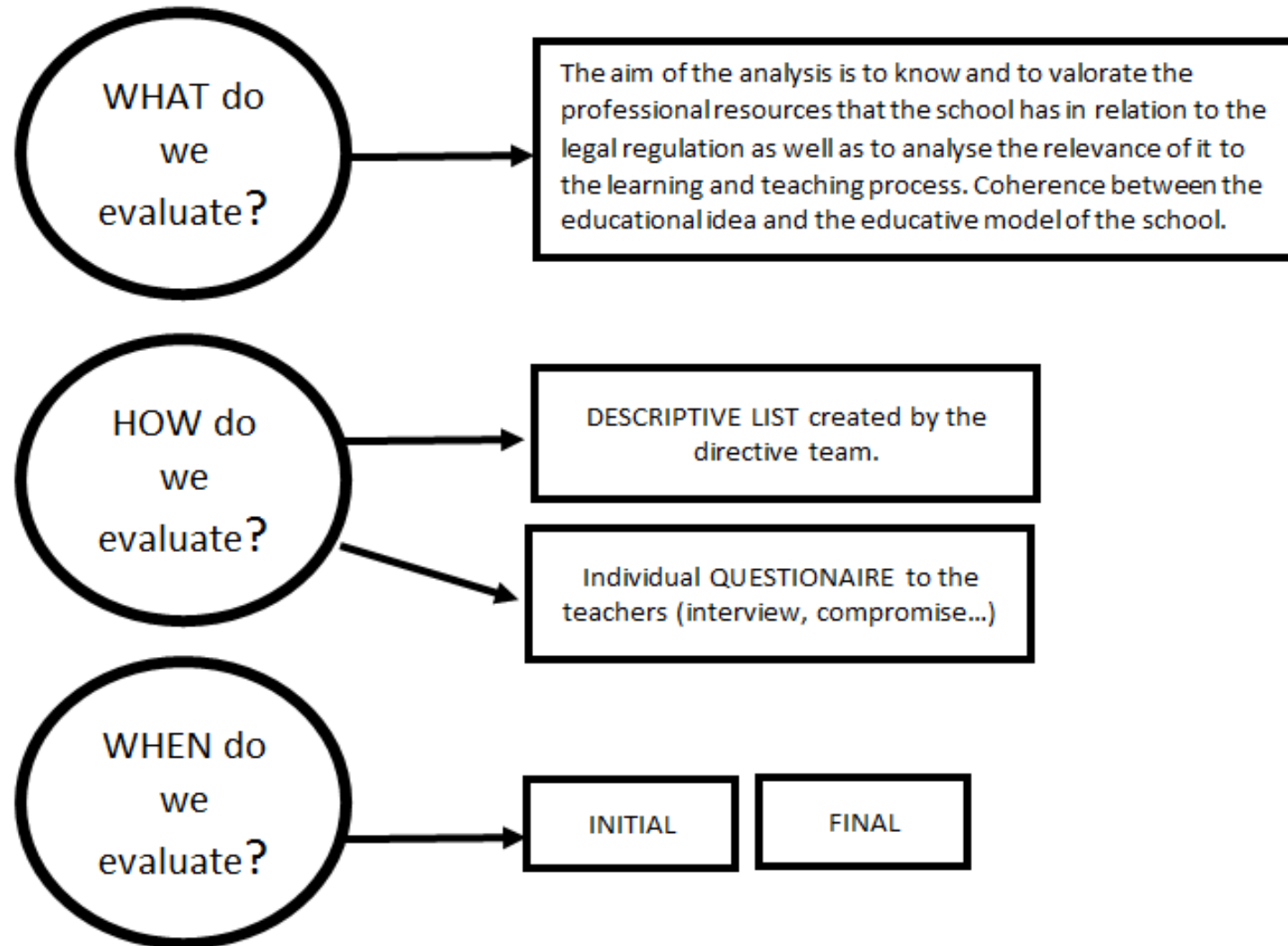
INFRASTRUCTURES AND EQUIPMENT



Example of the stocktake to evaluate the infrastructures of the building:

	YES	NO	OBSERVATIONS
<i>The cleaning state is adequated</i>			
<i>The building is on a good conservation state</i>			
<i>There are security measures</i>			
<i>Security measures are properly indicated and they eliminate any risk</i>			
<i>Classrooms furniture is adequate and enough</i>			
<i>The school has got other rooms that ease groups division and groupwork.</i>			

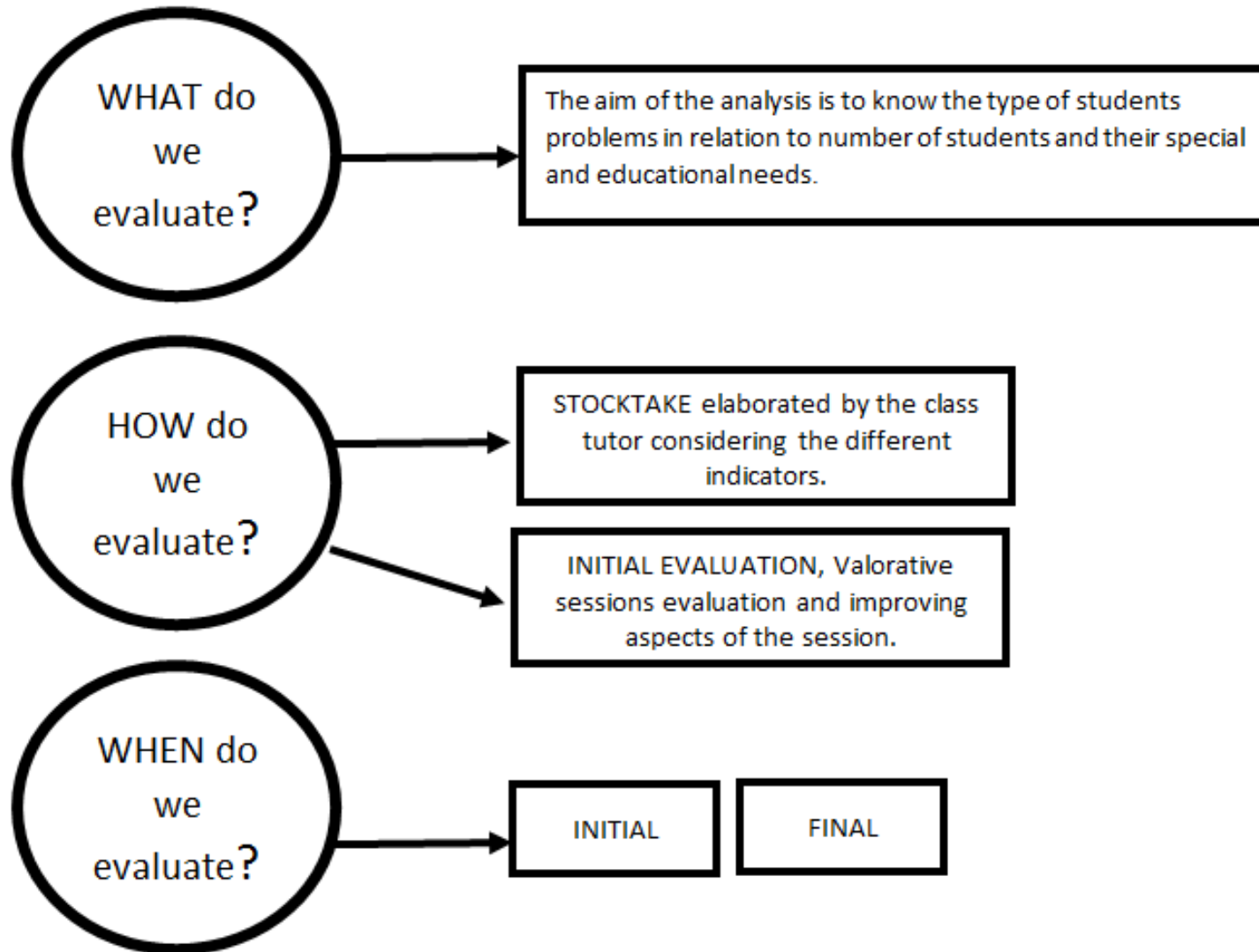
STAFF AND PROFESSIONAL CHARACTERISTICS



Example of the stocktake to evaluate the staff:

	YES	NO	OBSERVATIONS
<i>The staff team agrees with the legal regulation according to number of tutors and specialists.</i>			
<i>The staff team is enough for the number of students of the school.</i>			
<i>The staff team has got the current and appropriate certification.</i>			
<i>The staff team is composed by teachers specialized in diversity.</i>			
<i>The staff team is steady and guarantees the effectiveness of the learning and teaching process.</i>			

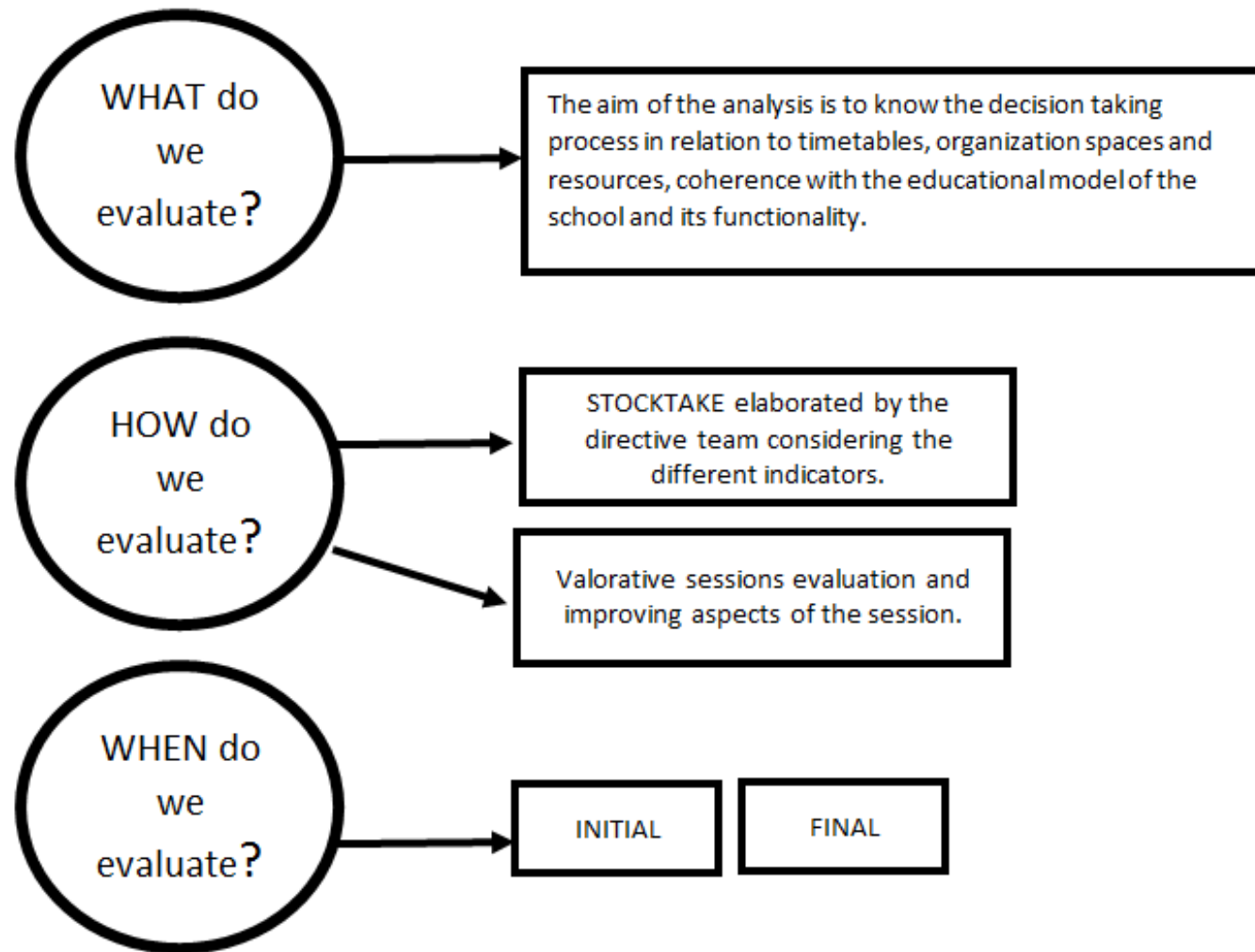
STUDENTS CHARACTERISTICS



Example of the stocktake to evaluate students:

POSITIVE ASPECTS	ASPECTS TO IMPROVE
The group is good at...	Internal limitations The group presents limitations on... External limitations Difficulties which solution is out.

GROUP ORGANISATION AND TIME-SPACE DISTRIBUTION



Example of the stocktake to evaluate organization and time management

	YES	NO	OBSERVATIONS
<i>The criteria of timetable elaboration are explicit and know by everybody.</i>			
<i>The staff team timetable is regulated according to the legal regulation.</i>			
<i>The <u>students</u> timetable responds to the pedagogical criteria and the legal regulation.</i>			
<i>The area and subjects distribution is coherent with the educational model of the school.</i>			
<i>The timetables eases the group working.</i>			

CURRICULUM DEVELOPMENT

1. Didactic programmations related to subjects and areas
2. Diversity management
3. Tutorial plan

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
Didactic programmations related to subjects and areas	Staff team observation	Staff team Directive team	PCE ACTAS, programmations, evaluation tests
Diversity management		Staff team Scholar council	PCE DOC
Tutorial plan		Staff team Directive team	PAT PCE

STUDENTS RESULTS

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
RESULTS		Staff team, families, CCP, school	PCE, programmations, evaluation actas

ORGANISATION
AND FUNCTIONING
EVALUATION

Official documents of the
centre:
PEC / PCE
PGA / MEMORIA

COLLABORATION AND
COEXISTANCE

SCHOOL FUNCTIONS

INTERNAL EVALUATION OF SCHOOLS

SCHOOL DOCUMENTS: PEC, PCE, PGA, MEMORIA

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
PEC, PCE, PGA, MEMORIA		Valoration session with staff meeting	X

Example of the stocktake to evaluate the school documents

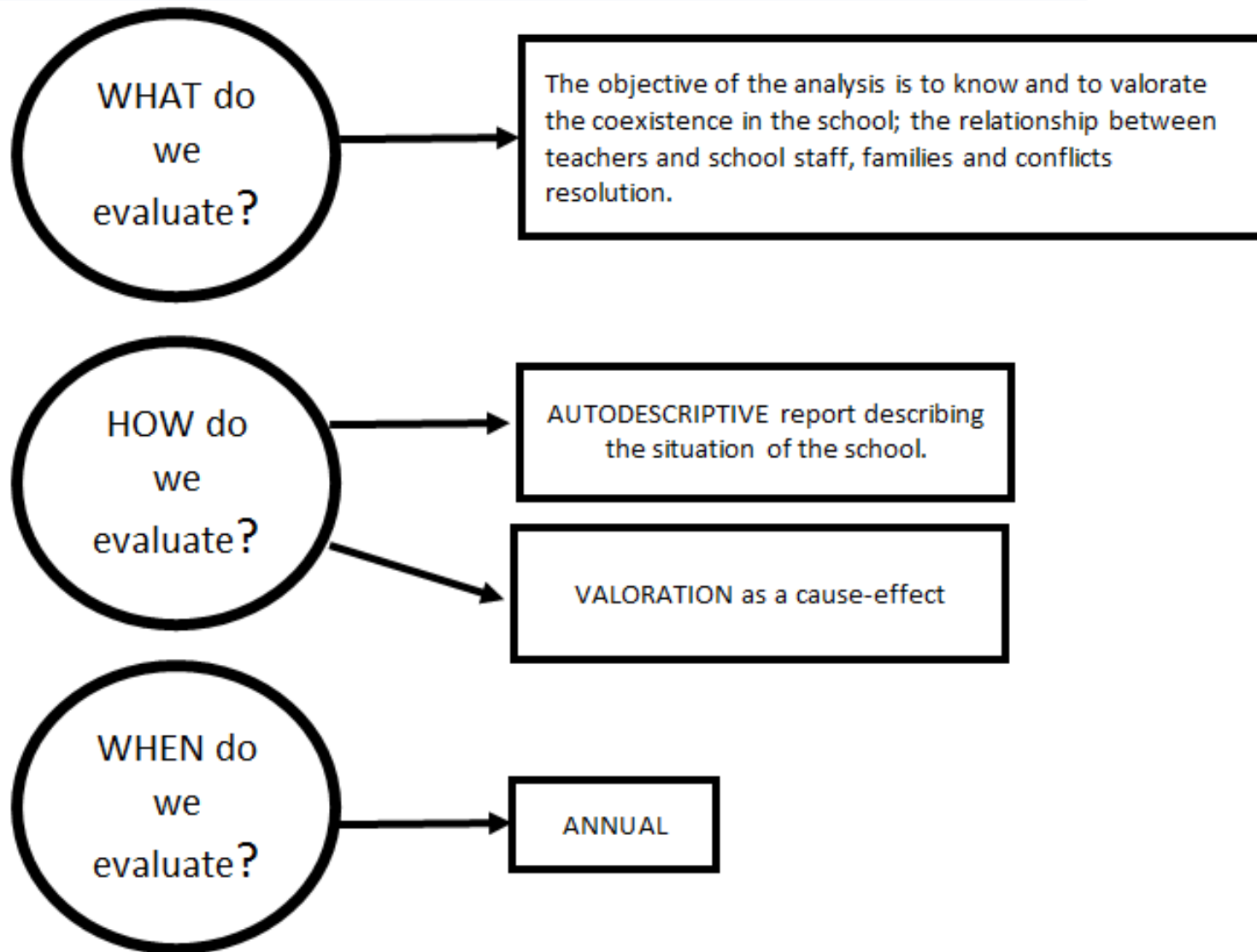
	YES	NO	OBSERVATIONS
<i>The PEC is a clear reflexion of the school identity</i>			
<i>The PEC responds to the environmental needs of the students</i>			
<i>The PEC responds to the educational intentions of the school</i>			
<i>The PEC is properly know by the educational community.</i>			
<i>The aims of the documents are shared.</i>			

FUNCTIONS OF THE SCHOOL

1. Governmental organs which participate on control and management
2. Administration, economical management and complementary systems
3. Pedagogical organs
4. Collaboration and advising

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
GOVERNAMENTAL ORGANS		Valorative analysis	Proceedings
ADMINISTRATION, ECONOMICAL MANAGEMENT AND COMPLEMENTARY SYSTEMS		Valorative analysis Questionnaires	Management books
PEDAGOGICAL ORGANS		Valorative analysis	Proceedings
COLLABORATION AND ADVISING		Valorative analysis	Intervention plans

COEXISTENCE AND COLLABORATION



INTERNAL EVALUATION OF SCHOOLS

ENVIRONMENTAL
RELATIONSHIP
EVALUATION

Environmental characteristics

Relationship with other
institutions

Extracurricular activities and
complementary activities

ENVIRONMENTAL CHARACTERISTICS

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
ENVIRONMENTAL RESOURCES OWN RESOURCES		Valoration session with staff meeting Interviews	Institutional documents Environmental analysis

DATOS DEL ENTORNO FAMILIAR ²							
INDICADORES	%						
Nº de componentes de la familia	2	3	4	5	6	7	8
Trabaja la madre				Si		No	
Trabaja el padre				Si		No	
Trabajan otros miembros de la familia				Si		No	
Trabajan como propietarios				Si		No	
Trabajan como asalariados				Si		No	
Los padres trabajan en otra localidad diferente a la de residencia				Si		No	
Conviven los abuelos en la familia				Si		No	
Estudios de la madre	Sin estudios		E. Primarios		E. Secundarios		Universidad
Estudios del padre	Sin estudios		E. Primarios		E. Secundarios		Universidad
Régimen de la Vivienda	En Alquiler	Si	No	En Propiedad		Si	No

RELATIONSHIP WITH OTHER INSTITUTIONS

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
CITY HALL AMPA OTHER		Descriptive analysis from the head team Valoration session with AMPA	Development programs PEC

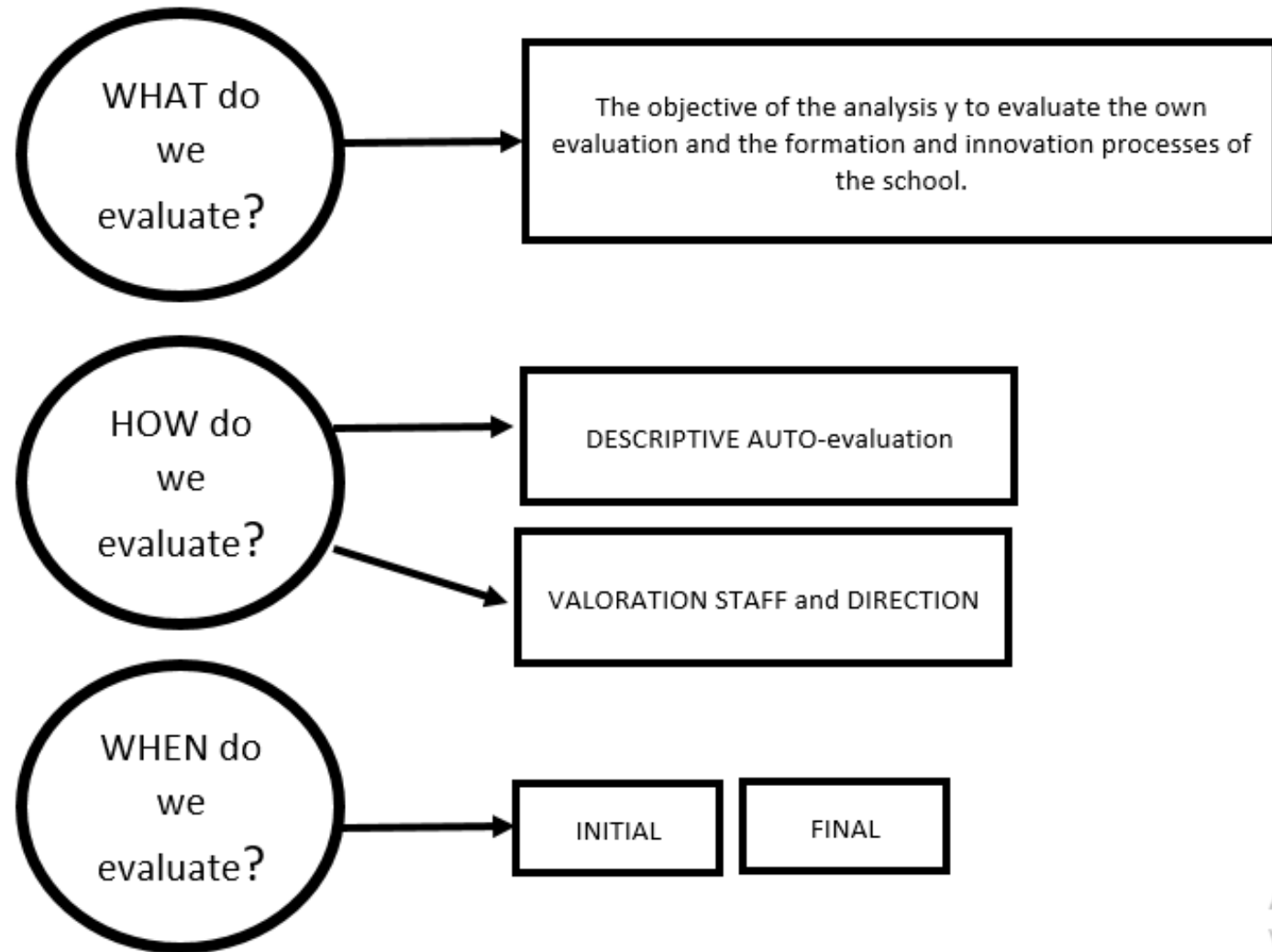
EXTRACURRICULAR AND COMPLEMENTARY ACTIVITIES

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
AREAS PARTICIPATION INSTITUTIONS		Descriptive analysis from the head team Valoration session with Consell Escolar	Development programs Extracurricular program

STOCKTAKE of indicators to evaluate the extracurricular and complementary activities plan	YES	NO	OBSERVATIONS
There is an already existing plan which considers the different ages and cycles.			
It is coherent with the tutorial plan			
It is global and it develops the different dimensions			
AMPA and other entities collaborate and participate on the activities design			

EVALUATION, FORMATION AND INNOVATION

DIMENSION	OBSERVATION	OPINION	DOC ANALYSIS
EVALUATION, FORMATION AND INNOVATION		Attendance valuation	Design, MEMORIA, actas



Act
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Example of the evaluation of INNOVATION and FORMATION

We valorate and evaluate:

1. EVALUATION PLAN:
 - Dimensions and areas
 - Indicators
 - Continuity
 - Criteria
 - Procedures
 - Timing
 - Fiability
 - (...)