



**KIBABII UNIVERSITY**

**UNIVERSITY EXAMINATIONS**

**2021/2022 ACADEMIC YEAR**

**.....3RD..... YEAR ..... 1ST..... SEMESTER**

**SUPPLIMENTARY SPECIAL EXAMINATION**

**FOR THE DEGREE OF BACHELOR OF EDUCATION ARTS**

**REGULAR**

**COURSE CODE: ECD 324**

**COURSE TITLE: ADMINISTRATION AND SUPERVISION OF PRE-  
SCHOOL EDUCATION**

**DATE: 22/7/2022**

**TIME: 8:00-10:00am**

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**INSTRUCTIONS TO CANDIDATES**

Answer Question One and Any other TWO (2) Questions

(30MKS)

### QUESTION ONE

- a) Define the following terms as used in administration and supervision of pre-schools (2 mks)
- i. Educational Administration (2 mks)
  - ii. Management (2 mks)
  - iii. Accountability (2 mks)
  - iv. Legislation
- b) An ECDE manager should prepare a human resource requirement plan. Explain the roles of an ECDE manager (12 mks)
- c) Co-curricular activities are very important to pre-schoolers. Discuss the roles of the ECDE manager (10 mks)

### QUESTION TWO

- a) Explain the importance of a plan in an ECDE centre (10 mks)
- b) Highlight qualities of a good ECDE supervisor (10 mks)

### QUESTION THREE

- a) Discuss the importance of decision making in pre-school management (10 mks)
- b) Explain **FIVE** appropriate ways of ensuring accountability in pre-school management (10 mks)

### QUESTION FOUR

- a) Justify importance of keeping records and documents in pre-school management (10 mks)
- b) Explain **FIVE** characteristics of an ideal organisation (10 mks)

### QUESTION FIVE

- a) Justify the need for good organisation in pre-school (10 mks)
- Discuss critical educational administration theory (10 mks)