

ECDE 422

CHUKA



UNIVERSITY

UNIVERSITY EXAMINATIONS.

EMBU CAMPUS

FOURTH YEAR EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR
OF EDUCATION IN ECDE.

ECDE 422: ADMINISTRATION AND MANAGEMENT OF ECDE PROGRAMMES IN
KENYA

STREAMS: B.ED (ECDE) Y4S2 SB

TIME: 2 HOURS

DAY/DATE: WEDNESDAY 5/12/2018

2.30 P.M - 4.30 P.M

INSTRUCTIONS:

- Answer **Question ONE** and any other **TWO** Question.
- Do not write anything on the question paper

QUESTION ONE

(a) Identify the meaning of the following terms as used in administration and management of ECDE programme.

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|---------------------|-----------|
| (i) Staffing | [2 Marks] |
| (ii) Organizing | [2 Marks] |
| (iii) Staff welfare | [2 Marks] |
| (iv) Discipline | [2 Marks] |

(b) Describe the following professional records in ECDE

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|------------------------|-----------|
| (i) Admission register | [2 Marks] |
| (ii) Record of work | [2 Marks] |
| (iii) Log book | [2 Marks] |

(c) Discuss four challenges encountered by the head teachers in the administration of ECDE centres.

[8 Marks]

(d) Explain four legal requirements in the establishment of ECDE centres in Kenya.

[8 Marks]

QUESTION TWO

(a) Discuss three financial records found in ECDE centres in Kenya.

[6 Marks]

(b) Analyze four emerging trends and issues in the administration of ECDE centres.

[8 Marks]

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- (c) Describe three ways of managing challenges encountered in the administration of ECDE centres in Kenya. [6 Marks]

QUESTION THREE

- (a) Differentiate between policy plans and strategic plans. [2 Marks]
- (b) Examine four importance of a plan in an ECDE centre. [8 Marks]
- (c) Explain four reasons for involving ECDE children in co-curricular activities. [8 Marks]
- (d) Highlight two roles of the ECDE centre manager concerning teaching and learning resources. [2 Marks]

QUESTION FOUR

- (a) Explain three characteristics of effective discipline in ECDE. [6 Marks]
- (b) State three reasons why the ECDE centres should liaise with stakeholders in the development of ECDE programme. [3 Marks]
- (c) Highlight three characteristics of formative evaluation in ECDE. [3 Marks]
- (d) Discuss the structure of ECDE in Kenya. [8 Marks]

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