

**INVESTIGATION OF THE EFFECT OF HEAD TEACHERS ADMINISTRATIVE
TASKS ON K.C.P.E PERFORMANCE IN WAJIR EAST SUB-COUNTY, KENYA**

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**A RESEARCH PROJECT SUBMITTED IN PARTIAL FULFILLMENT
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ABSTRACT

The purpose of this study was to investigate the effects of head teacher's administrative tasks on performance in Kenya Certificate of Primary Education in primary schools in Wajir East Sub County, Kenya. The objectives of this study were To assess head teachers management of curriculum and instruction on performance of K.C.P.E in Wajir East Sub-County, to determine head teachers management of students personnel on performance of K.C.P.E in Wajir East Sub-County, to find out head teachers management of teaching staff on performance of K.C.P.E in Wajir East Sub-County and to determine head teachers management of physical facilities on performance of K.C.P.E in Wajir East Sub-County. . The study adopted mixed methods approach since the study involved collecting and analyzing quantitative and qualitative data. The study applied concurrent triangulation design which enabled the researcher to use the quantitative and qualitative methods during the same timeframe and with equal weigh. This study entailed mixed methodology. A representative sample of 13 public primary schools from the 67 in the Sub County was selected accounting for 20% representation. Questionnaires and interview schedule was used to collect data from the respondents. The content validity was ascertained by supervisors and other experts from Mount Kenya University. Reliability of the instrument was tested using Spearman Brown prophesy formula by split half technique. A correlation co-efficient of 0.79 was obtained and the instruments were deemed reliable. The qualitative data obtained in this study were analyzed by organizing them into similar themes and tallying the number of similar responses. The results of data analysis were presented using frequency distribution tables, bar graphs and pie charts. The study established that the head teachers advocated for promotion of the good performing teachers, as a means of making the teachers to work hard. The study further established that the schools employment of more teachers to reduce the shortage that leads to high teacher pupil ratio, as in most of the schools, there was acute shortage of teachers. The study further established that the head teachers were ineffective in enhancing the intellectual aptitude of the students. The teacher-pupil ratio was high in majority of the schools. The study established that among the factors that affected the effectiveness of the strategies applied were, lack of personal confidence by pupils, long distance from home to school, pupils had low cognitive abilities, and poor classroom conditions. among other factors that affected effectiveness of the strategies were; association with bad peer groups, lack of teaching and learning resources, low motivation to the pupils and teachers, poor school infrastructure and buildings and teacher lateness. The study concludes that; the study concludes that the head teachers did apply some strategies to improve on the pupil's performance; however, the strategies were not adhered to by the head teachers. The strategies that the head teachers applied were not very effective in improving the academic performance of learners. That the school factors and home factors had a great influence on academic performance.