

**STRATEGIES HEAD TEACHERS EMPLOY TO MANAGE ISSUES THEY
ENCOUNTER IN SCHOOL ADMINISTRATION IN PUBLIC
PRIMARY SCHOOLS IN JUJA DIVISION, THIKA WEST
DISTRICT KIAMBU COUNTY, KENYA**

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ABSTRACT

School management involves the coordination of resources, for their effective utilization, which include finance, human resource and assets. Despite the management courses, seminars workshops and ministerial guidelines offered to primary school head teachers, they face several management challenges such as finance, learning materials, discipline, high enrolment rates and others. The study was out to discuss the management strategies head teachers employ to manage issues in school administration in public primary schools in Juja division, Thika West district. The objectives of the study were: to identify the issues faced by the head teachers in finance and resource management, to analyze discipline issues, among pupils and determine the impact of enrolment on performance. The study was carried out in Juja Division; Thika West District has 19 public primary schools with a large population of 5,641 pupils, approximately 400 teachers and 19 head teachers, where the researcher used a survey design because it deals with information from different groups and areas and a questionnaire was used to collect the data. The study adopted a descriptive research design having 174 respondents, 6 primary school head teachers 48 teachers and 120 pupils. A random sampling procedure was employed to select individuals who were used in the study as respondents. Data was analyzed by coding and direct counting there after the results in each pile were counted to determine the distribution across the possible array of responses. A test of coefficient of stability was used to estimate the degree to which the same results could be repeated in the same concept. The results were presented in frequencies and tables, which were converted into percentage. The study established that school management depends on laid down strategies which should cover all areas of school administration in order to achieve the objectives of education. The study revealed that regular school inspection improves the preparation of work tools, teaching methods and pupils performance as cited by majority of the head teachers. The study also established that majority of head teachers were not trained in finance and resource management. The study revealed that stakeholders were not well involved in the discipline of pupils; parents were reported to be having a negative attitude towards punishments given to the learner. It also emerged that high enrolments especially after the FPE had a negative impact on school performance. The study recommended that: The government should give management training to the head teachers prior to their appointment to office and after, school inspection to be done regularly, more teachers to be employed so as to ease the congestion in classes and enable more attention to individual learners, the government should increase funding to meet the high enrolment. Finally, all stakeholders should be sensitized on the policy changes more so on the discipline matters, guidance and counseling should be intensified so as to minimize the discipline case