

LIMITATIONS TO THE IMPLEMENTATION OF BOTH THE REGULATORY AND PROCEDURAL MANUALS IN PUBLIC SCHOOLS IN KINGDOM OF SAUDI ARABIA AND PROPOSALS FOR THEIR IMPROVEMENT

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***Abstract_** This paper seeks to identify the limitations to the implementation of both the regulatory and procedural manuals in public schools In kingdom of Saudi Arabia and proposals for their improvement from the view-point of school management supervisors in the City of Riyadh. The researcher used the Descriptive Survey method, and the study population was 41 school management supervisors in the City of Riyadh, in the first semester of the academic year 2013/14. The most important results of this study were the following: The study sample is in agreement with a level of "strong" regarding the limitations to the implementation of both the regulatory and procedural manuals for public schools. with the most prominent of the administrative limitations being: Poor coordination between the Ministry and Civil Defense in relation to security and safety, inadequate general performance tools for schools contained in the manuals, the application of both the regulatory and procedural manuals before preparing the field., with the most prominent of the technical limitations being: The supervisor follow-up form only measures partial aspects and does not provide the full picture, the manuals do not make mention of any cause of action for non-compliance with its articles, the manual is also missing an evaluation card to evaluate all school staff. And The study sample is in agreement with a level of "very strong" regarding the proposals for the improvement of the implementation of both the regulatory and procedural manuals for public schools in the City of Riyadh; with the most prominent of these proposals being: To establish training programs for all new school administration staff, the development of the "Educational Leadership" and "Educational Supervision" programs to comply with these two manuals, and to achieve concordance between circulars and the forms in the manual. and There are no statistically significant differences between the mean responses of the individuals of the study sample towards the "Administration" and "Technical" limitations to the implementation of both the regulatory and procedural manuals for public schools with regards to the "study" variable. A number of recommendations were made as a result of this study which naturally will help to improve, God willing, the implementation of both the regulatory and procedural manuals for public schools.*

Keywords: Regulatory Manuals, Procedural Manuals, Public Schools ,Improvement .