|  |
| --- |
| **Communication Protocol:** |
| **Student name:** | **Institution:** |
| **School name:** | **Mentor name:** | **Placement coordinator name:** |
| **Placement dates: Start: Finish:** |
| **Strengths:** |
| **Areas to improve:** |
| **Actions to be taken:** |
| **Date written by pre-service teacher** | **Date discussed with mentor** | **Date updates completed** |
| **Signatures:****Pre-service teacher:****Mentor:****Placement coordinator:** | **Dates:** |

|  |
| --- |
| **General Classroom Observation Checklist: School:** |
| **Class:** | **Teacher:** | **Year level/Grade:** |
| **Number of students:** | **Male: Female:** | **Class details/special needs students/aides present** |
| **Observation Focus Areas** | **Strategies:** | **Comments on effectiveness/questions:** |
| *Classroom environment:* |  |  |
| *Classroom management:* |  |  |
| *Teaching strategies used:* |  |  |
| *Thinking tools used:**Think/pair/share**Wait time, PMIs**Mind maps, other graphic organisers**De Bono Hats etc* |  |  |
| *Differentiation strategies:* |  |  |
| *Other areas:* |  |  |

|  |
| --- |
| **Following a student/class for a day: An Observation Checklist:** |
| **School:**  | **Grade/year level:** | **Student/class name:** |
|  | **Observations: e.g. behaviour/noise level/pedagogy/ differentiation/ participation/engagement** | **Comments/Questions:**  |
| *Lesson 1**Teacher:**Subject:**Time:*  |  |  |
| *Lesson 2**Teacher:**Subject:**Time:* |  |  |
| *Lesson 3**Teacher:**Subject:**Time:* |  |  |
| *Lesson 4**Teacher:**Subject:**Time:* |  |  |
| *Lesson 5**Teacher:**Subject:**Time:* |  |  |
| *Lesson 6**Teacher:**Subject:**Time:* |  |  |
| *Lesson 7**Teacher:**Subject:**Time:* |  |  |

|  |
| --- |
| **A Lesson Reflection Guide:** |
| **Student name:** | **School:****Subject:****Lesson:**  | **Date:** |
| **Topic:**  | **Reflections/comments:** | **Questions:**  | **Actions/goals for next/future lessons**  |
| *Level of engagement* |  |  |  |
| *Classroom environment* |  |  |  |
| *Resources*  |  |  |  |
| *Classroom management**Student behaviour* |  |  |  |
| *Learning intentions**Success criteria**Evidence of success* |  |  |  |
| *Lesson structure**Introduction**Main body**Conclusion*  |  |  |  |
| *Content* *Skills**Essential/key**questions* |  |  |  |
| *Assessment**strategies**Assessment* *for/as/of learning* |  |  |  |
| *Pedagogy**Thinking processes**Differentiation**Strategies**Catering for any special needs* |  |  |  |
| *Individual work**Group work**Whole class discussion**Participation rate* |  |  |  |
| *Time management* |  |  |  |
| *Other comments* |  |  |  |