

ANNEX V

Sample Classroom Observation Tool

This classroom observation tool can be used prior to the training to assess teachers' knowledge and skills in the classroom, or after the training to support teachers in applying what they have learned in the training in their classroom practice.

SAMPLE CLASSROOM TEACHER OBSERVATION TOOL

The goal of this form is to facilitate the observation of teaching techniques used by teachers. Complete this table based only on your observations in this class. Do not allow your other knowledge or past observations affect this observation.

Observer Name:			Date:		
School:		Grade Level :	Start Time:		End Time:
Teacher Name:					
Lesson Title:		Total Present	# Boys:	# Girls:	Total:

Observation Notes:

I. Curriculum and Planning (Objectives, Lesson Planning, Continuous Assessment)		Yes	No	Comments
1	The teacher has SMART objectives included in the lesson plan and the lesson is aligned to meet them. (<i>Specific, Measureable, Achievable, Relevant, Time-Bound</i>)			
2	The teacher uses a lesson plan to guide the lesson that includes an introduction, body (with practice), and conclusion.			
3	The lesson plan is learner centered. (Designed around student input and needs, includes activities that actively engage students) <i>List activities that are planned to encourage active learning</i>			
4	An appropriate amount of time is given to each activity. <i>(The teacher starts and ends on time, students have enough time to ask question and practice)</i>			
5	The teacher checks for understanding throughout the lesson. <i>List strategies that were used to check for understanding</i>			
6	The teacher uses learning materials and teaching aids effectively to enhance student learning.			
TOTAL				

II. Child Protection and well-being (Classroom Management, SEL Strategies)		Always	Often	Sometimes	Never	Comments
7	The teacher sets clear expectations for student behavior. (<i>Classroom rules, expectations for each activity</i>)					
8	The teacher uses routines and procedures.					
9	The teacher moves around the room to monitor student behavior and interactions.					
10	The teacher uses positive words and praises students' good behavior, their work, and their improvements.					
11	The teacher positively and patiently redirects students' negative behavior. <i>List students' behavior and teacher's response. Leave blank if there is no bad behavior</i>					
12	The teacher models how to be respectful and courteous to others in class.					
13	The teacher treats all children equally regardless of gender, nationality, language, etc. (Calling on students equally, avoiding disrespectful comments)					
14	Students treat each other with courtesy and respect.					
TOTAL						

III. Pedagogy (Inclusion, Differentiation, Questioning Strategies)	Always	Often	Sometimes	Never	Comments
15 The teacher treats each student equally during the class. (<i>Front/back, strong/weak, old/young, lefties/righties, girls/boys</i>)					
16 The teacher gives all students the opportunity to participate in learning. (<i>All students can speak, ask questions, and get involved in activities of their choice</i>)					
17 The teacher uses more than one teaching method. (<i>Lecture, teacher model, group work, independent work.</i>) List methods).					
18 The teacher uses a range of active learning strategies (<i>Games, songs, drawings, debates, role play, etc.</i>) List techniques.					
19 The teacher asks questions about students' lives, their opinions, and their experiences.					
20 The teacher uses different groups for activities: the whole class, subgroups, pairs, and individuals (at least 2 per lesson). List groupings observed.					
21 The lesson supported different learning styles and abilities. (<i>Visual, auditory, kinesthetic, and tactile, students that finish at different speeds</i>)					
22 The teacher uses different techniques for asking questions (asking the whole class, calling on individual students by name, asking the questions in group work, open and closed questions.) List the different methods used.					
23 Students ask questions.					
TOTAL					

Specific Observations: What the teacher did well	Specific Suggestions: What the teacher can improve upon

Total
Always/Often:
Sometimes / Never:
% Always/Often:
(75% = objective)