

PLANNING and DEVELOPMENT - ECE CLASSROOM OBSERVATION GUIDELINE

School: Teacher: Date:

DIMENSION	REF	COMMENT	
Planning			
Planning reflects linkage with teacher evaluation and evidence of student activities			
ECE curriculum goals and intended learning outcomes stated			
Facilitates a variety of learning modes and provides a range of resources (evidence of EOTC in planning and community involvement)			
Evidence that plan is current (check dates)			
Evidence of review and evaluation– Data analysis (formal/ informal)			
Learning and Teaching			
Evidence of prepared resources and time management.			
Evidence of constructive teacher feedback to students - Next steps provided, verbal/ written			
Provides a range of play learning activities designed to meet student needs and interests (evidence of participation and contribution)			
Students active in self-assessment and peer-assessment			
Assessment			
Evidence of children's learning available in individual portfolios (photo's)			
Portfolios contain two learning story and four other activities per term (Currency)			
Feed forward present in the Learning story write up.			
Evidence of parents comments and feedback			
Classroom Environment			
A "cared for" working environment – clean, organised and vibrant			
Student work on display in classroom – Current. Art and photographs in classrooms - % of teacher generated, % of student generated. Minimal templates and colouring in... Work completed by students.			
Emergency info and rules on display - (evidence of drill in class/school documentation)			
Student Management			
Appropriate language, tone and manner of teacher to students			
Approachable – students seek assistance and help			
Evidence of classroom routines – <i>written, verbal or visual</i>			
Supportive learning environment			
Attendance register (age @ 1 Jan, classification, weekly & term balancing, , withdrawals/admissions in remarks column)			
PDS – completed & on track with timeline of observations & evidence?			
Observation Notes:			
Review Officer Signature			