



## Observe Teaching Practice

Principals observe teaching practice to assess student engagement and teaching during lessons. This allows leaders to work out what mastery is occurring and what teachers and teaching assistants need to improve on. Principals spend five minutes in every classroom observing the teaching team deliver the lesson. The instruction coach conducts 20-minute observations of teachers who are new to effective teaching, or are teaching a new program, subject, or level. Principals and instruction coaches use information from observations to improve teacher practice and student mastery.

### Procedure

#### The principal:

- **Spends five minutes** in every classroom observing each teacher and teaching assistant deliver the lesson.

#### The instruction coach:

- **Observes** teachers or teaching assistants who are new to effective teaching, or are teaching a new program, subject, or level.
- **Reviews** the Techniques Observation Form before entering the classroom.
- **Spends 20 minutes** in each classroom observing the lesson and completing the Techniques Observation Form.

- **Completes** the Teacher and Student Engagement Observation Form.
- **Demonstrates** a technique or practice being done incorrectly while the lesson is underway so the teacher or teaching assistant can see how it is done with mastery.
- **Uses** gestures or verbal prompts to cue the teacher or teaching assistant.
- **Provides** on-the-spot feedback to correct technical issues impeding instruction that are easily corrected.

### Remember

Capture information on the Techniques Observation Form about which techniques and practices the teacher has mastered and which they can still develop.

### Ways to Master the Technique

- Review the schedule of teacher observations to ensure that every teacher is observed twice weekly by the principal and once a week by the instruction coach.
- When you see effective teaching practices being implemented with fidelity and student engagement is high, find a way to celebrate the teacher and teaching assistant, either with a personal email, shout out in the weekly bulletin, or posting a picture in a common space.
- Communicate observation feedback to teachers as soon as possible after an observation so they can make any immediate changes.
- Schedule observations ahead of time and put them on your calendar so that other meetings are not scheduled over them.

### Further Information

For more information about conducting coaching, complete the Observe Teaching Practice module. Read about the technique in Cycle 2: Classroom Coaching of the 8 Cycles of School Practice guide.