

LESSON OBSERVATIONS POLICY

PRIMARY PERSON RESPONSIBLE FOR IMPLEMENTATION AND MONITORING OF THIS POLICY

JAMES EYTLE, BEVERLEY MELLON (PRINCIPALS)

LAST REVIEW DATE

Jan 2018

NEXT REVIEW

Jan 2019

Lesson Observations Policy

Our Overall Aim

Albemarle College has high expectations of the professional expertise and the execution of duties of its teaching staff. The College expects staff to establish fair, respectful, trusting, supportive and constructive relationships with students to ensure that they achieve their full educational potential. All teaching staff are made aware of the policies and practices of the workplace and the need to demonstrate professional and positive values and behaviour. The College expects its teaching staff to know the relevant assessment requirements and curriculum content relating to the subject which they are qualified to teach and to keep up to date with changing syllabuses and Examination Board rubric.

Purpose of Observations at the College

Observations at Albemarle serve the following purposes:

- as part of the continuing process of professional development enabling teachers to reflect on and improve their practice
- to improve teaching and learning throughout the college
- to enable the Principals of the college to address any issues regarding the teaching of lessons that emerge over the course of an academic year
- to enable the Principals of the college to make performance-related judgments

Observation Criteria

Teachers will be asked to provide a student-centred lesson and to ensure that all students show signs of achievement. Additionally, the observer will assess the practitioner's management of classroom behaviour. Teaching staff should be prepared to practise differentiation where necessary, showing awareness of students who may struggle with literacy or numeracy problems. Teachers will also be expected to use a range of teaching strategies and resources, including IT.

Our Provision

Formal lesson observations are compulsory for all teaching staff and will be conducted during the Autumn, Spring or Summer Terms. Observations will be conducted by the Principals of the college. They may also be conducted by the Vice-Principal or Heads of Department. Staff will receive proper notice prior to being observed. Professional standards in practice will be observed and a full record kept using a standard college observation form.

All observed teachers will be given a formal feedback session following their observation. The emphasis of the session will be on the positive aspects of the lesson. Teachers will also be notified of areas for improvement and this will be delivered in the form of concrete targets. Teachers will all receive a written copy of the lesson observation form. Follow up observations may be recommended.



Reviewed Jan 2018