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| **TLA Observation Suggested Template**  |
| **Name of Observer:** |  | **Directorate/****Department** |  | **SSA2\*** |  |
| **Location of activity:** |  | **Level** |  |
| **Teacher/Training Adviser name:** |  | **Course/****subject:** |  |
| **Session title:** |  |
| **Type & number of learners involved (highlight):** | *Further Education* | *Higher Education* | *Apprentices/ Workplace Learners* |
| **Date/time/****duration** |  | **Type of activity****(highlight)** | *Classroom**Online**Workshop/practical**Workplace* |

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| **Professional Dialogue (Date)**  |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Talk me through your development planning
* Describe what you feel are your TLA strengths
* What TLA strategies would you most like to develop?
* What recent development activity has had the most impact on your practice?
* What changes have you made to your TLA practice?
* How do you stay current in your technical practice?
* What barriers hold you back from fulfilling your TLA aspirations?
* Why would you like the session you have identified to be observed?
* What features would you like the observation to focus on?
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| **Planning for learning** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Short introduction to set the scene of the observation
* Starting point information (profiles)
* Schemes of Learning
* Lesson Plans
* Consideration of learning needs (Disadvantaged/ALS)
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| **Assessment for learning & development feedback** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Checking learning
* Providing feedback towards development
 |
| **Skills development** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Specific vocational, academic and employment related skills that learner/s are developing
* Quality of learner work produced (written, visual or practical)
* English, maths and Digital skills
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| **Knowledge development** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Understanding of underpinning theories and concepts relating to the topic or session theme
* Prior learning and development
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| **Behaviours (Industry & learning)** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Attendance and punctuality (readiness to learn)
* Learners being ready with equipment and materials necessary to participate
* Attitude toward learning (engagement, respect for peers and teacher/s)
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| **Reflection** |
| **Enhanced practice** | **Embedded practice** | **Developing practice** | **Practice needs developed** |
| * Reflection is made available to the observer
* Reflection considers what went well
* Reflection considers further development and how this will be taken forward
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| **Strengths** |
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| **Areas for Development** |
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Author: Dan Braithwaite Lakes College