

[Click here to see an example of this template as a record.](#)

Coaching record

Identify best practice / implement coaching and CPD for staff.

Focus Areas













Classroom Routines and Procedures

Assessment and Feedback

Challenge and Differentiation

Key areas of assessment which will provide insight into which staff are showing best practice and who could benefit from some support.

Areas of Assessment

Classroom Routines and Procedures	Outcome: Best Practice
Best Practice	
Comments: Great routines which are firmly in place. School procedures are followed and enforced. Students understand what is expected of them	
  0  0  0	Add +
Assessment and Feedback	Outcome: Need Coaching
Coaching Required	
Comments: Praise is generic and could be improved. Focus on specific things a student has done well rather than a generic well done.	
  0  0  0	Add +
Challenge and Differentiation	Outcome: Neutral
Neutral	
Comments: Differentiation is evident through scaffolding. Challenge tasks are evident. Questioning could be improved to stretch student responses.	
  0  0  0	Add +

Outcome set
"Coaching"

Outcomes:

- Best Practice
- Neutral
- Need Coaching
- Not Assessed

Focus Areas

Engagement including BfL

Planning and Subject Knowledge

Engagement Including BfL

Outcome: **Need Coaching**

Coaching Required

Comments:

Mainly teacher led. Activities kept students in their seats. Think about using a variety of activities and have students out of their seats and actively learning.

▼ 0 0 0

Add +

Planning and Subject Knowledge

Outcome: **Neutral**

Neutral

Comments:

Planning was good but more activities need to be thought about to engage students and ensure the lesson is not mainly teacher led

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Add +

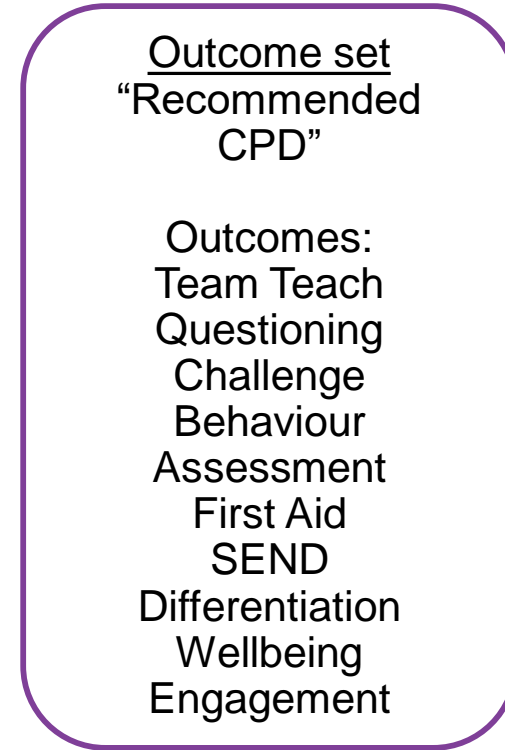
Outcome set
"Coaching"

Outcomes:

Best Practice
Neutral
Need Coaching
Not Assessed

Any examples of best practice could be uploaded as Whole School resources allowing all staff to access these resources and alter them for their own practice.

Comments are pulled through into reports.



CPD Recommendation

Recommended CPD Need Outcome: **Engagement**


*Would you recommend any specific CPD for this staff member? If no, leave blank.
If the course you have in mind is not available in the drop down, please feel free to use the comment box*

Engagement

Comments:
Engagement through task variety should be target

▼ 0 0 0 Add +

This focus area and outcome allows for the observer to suggest any CPD needs for the observee. The T&L lead could then implement whole school training, peer mentoring or other forms of CPD for staff identified.



What would this
look like in
reports?

Focus Areas

- Assessment and Feedback
- Challenge and Differentiation
- Classroom Routines and Procedures
- Engagement including BfL
- Planning and Subject Knowledge

Outcome set "Coaching"

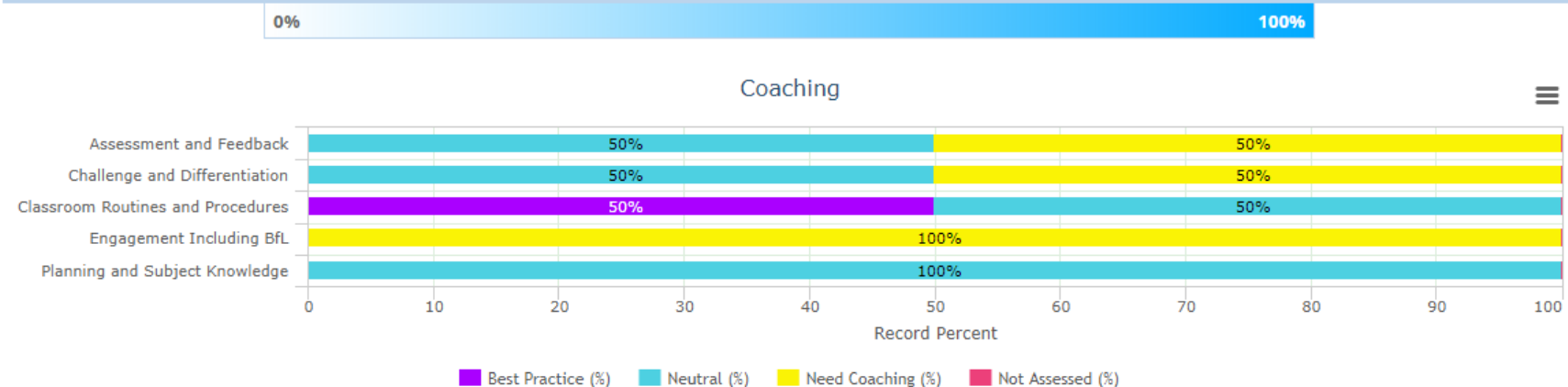
Outcomes:

- Best Practice
- Neutral
- Need Coaching
- Not Assessed

Coaching ?

Focus Area Name	Best Practice (%)	Neutral (%)	Need Coaching (%)	Not Assessed (%)	Record Count
Assessment and Feedback	0.0	50.0	50.0	0.0	2
Challenge and Differentiation	0.0	50.0	50.0	0.0	2
Classroom Routines and Procedures	50.0	50.0	0.0	0.0	2
Engagement Including BfL	0.0	0.0	100.0	0.0	2
Planning and Subject Knowledge	0.0	100.0	0.0	0.0	2
Total	1	5	4	0	

At a glance analysis for leaders. From this leaders can easily identify which staff are showing best practice, and so could be peer mentors or provide in house CPD . Likewise you can easily identify which staff need targeting for development.



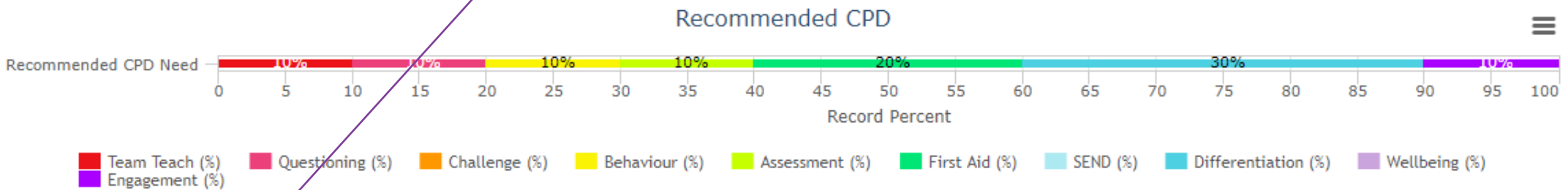
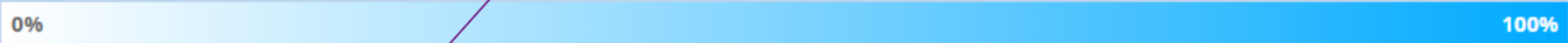


The outcomes in this example can be completely customised depending on what your school finds is most popular for CPD. You can also add an "Other" outcome for staff to be able to enter specific courses which may not fall into any of the other outcomes.

- Outcome set
"Recommended CPD"
- Outcomes:
 - Team Teach
 - Questioning
 - Challenge
 - Behaviour
 - Assessment
 - First Aid
 - SEND
 - Differentiation
 - Wellbeing
 - Engagement

Recommended CPD ?

Focus Area Name	Team Teach (%)	Questioning (%)	Challenge (%)	Behaviour (%)	Assessment (%)	First Aid (%)	SEND (%)	Differentiation (%)	Wellbeing (%)	Engagement (%)	Record Count
Recommended CPD Need	10.0	10.0	0.0	10.0	10.0	20.0	0.0	30.0	0.0	10.0	10
Total	1	1	0	1	1	2	0	3	0	1	



Having this information pull through to reports allows for senior leaders to quickly view what CPD is needed and what is lacking within their establishment. This would allow for identification and implementation of whole school training.