

Your Next

FE 'LEARNING WALK'

Checklist

BEFORE

- ☐ What is this session trying to achieve?
- ☐ What are you looking for from the learners as well as the teacher?
- ☐ Are there subject-specific considerations?
- ☐ What does your college's observation policy or procedure require?

DURING

- ☐ Record specific examples rather than general impressions
- ☐ Notice what learners say, do and produce in the session
- ☐ Capture strengths as well as potential areas for focus and development
- ☐ Separate what you observed from what you inferred

AFTER

- ☐ Check your evidence before drafting feedback
- ☐ Give the teacher an opportunity to reflect first
- ☐ Explore context on firm attendance
- ☐ Agree one manageable development priority
- ☐ Turn the development priority into a specific SMART action
- ☐ Decide when and how you'll revisit the SMART action to review its effectiveness