Secondary Checklist Tool

Teacher/PST Name	Observer Name	Subject/Topic	Date	Year Level	Class Size	Duration	Lesson Plan

Areas for Observation		Observed	Not Observed	N/A	Comments / Evidence
CLASSROOM ENTRY	Whole class attention				
	Classroom rules are reinforced				
	Entry task				
	Roll marked				
	Learning objective/Intention				
	Success Criteria				
WHOLE CLASS TEACHING (WCT)	Addresses students by name				
	Use of cues				
	Information linked to previous lessons				
	Repetition of difficult concepts				
	Explains concepts in more than one way				
	Students co-construct their knowledge (discuss work)				
	Visual demo. accompanies verbal instructions				
	Information presented in a Visual Format				
	Suggests mnemonic aids				
	Lesson outline or procedural cues on board				
	Multimodal delivery				
	Relates topic to the real world				
QUESTIONING	Builds on previous knowledge				
	Elicits evidence of student's understanding				
	Answers provoke further questions				
	Mistakes are viewed as an opportunity to learn more				
	Questioning is anchored in the context and content of the lesson				
	Uses open ended questions				

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Areas for Observation		Observed	Not Observed	N/A	Comments / Evidence
QUESTIONING	Uses closed questions				
	Whole class questions				
	Individual questions (cold calling)				
	Use of Speculative questions (what is? What might be?)				
	Wait time (gives students time to think)				
	Referring back to the 'Learning objective/Intention				
	Learning checked against the 'Success Criteria'				
DEBRIEF	Reviews work covered				
	Overviews work for next lesson				
	Exit technique (student feedback form, exit card)				

NOTES: WHAT?.. SO WHAT?.. WHAT NEXT?