



Lesson Feedback Summary

A summary of key points following a meeting to discuss and observed lesson

As a school, we are committed to the continuous improvement of teaching and learning. Teachers are asked to maintain an up-to-date **Professional Learning Plan (PLP)**, the focus of which is informed by feedback from a variety of sources, including Middle and Senior Manager Lesson observations.

The purpose of this document is to record key points following a meeting to discuss an observed lesson, completed by the person who observed the lesson, to help inform the teacher's PLP when it is next reviewed. **PLPs should be reviewed roughly every 10 weeks.**

Name:	Faculty:
Lesson and date:	Observer:
Elements from LET which were strongest:	Elements from LET to focus on developing:
Suggested professional learning activities to support development of these elements: Could include: <ol style="list-style-type: none"> 1. Reading 2. Observing others 3. Others observing you 4. Discussions 5. Practicing specific things Try to <u>be specific</u> e.g. <i>who</i> should you observe? <i>What</i> should you read?	
4. Review When do you plan to meet to review progress based on this feedback (e.g. by meeting to discuss it or by observing a different lesson)?	

A copy of this feedback should be shared with the faculty Principal Teacher and DHT: Teaching & Learning.