

PLANNING and DEVELOPMENT CLASSROOM COMPLIANCE CHECK LIST

School: Teacher: Class: Date:
 ELA observed: Major Theme:

DIMENSION	REF	COMMENT
Planning		
Linkage between scheme, LTP, unit plan & workbook		
AO's , LI's and skills stated		
Evidence of structured learning experiences – uses a variety of learning modes and resources		
Evidence of special learning needs (IEP's) grouping, different ability levels		
Evidence that plan is current (check dates)		
Evidence of review and evaluation		
Learning and Teaching		
LI's for lesson clearly stated – verbal or written for students		
Evidence of prepared resources and time management		
Evidence of constructive teacher feedback to students		
Provides a range of learning activities designed to meet student needs		
Evidence of homework as per school policy		
Assessment		
Assessment data linked to planned LI's – recorded with dates		
Achievement analysed and used for future planning		
Evidence retained and linked to assessment		
Classroom Environment		
A "cared for" working environment – clean, organised and vibrant		
Student work on display in classroom		
Emergency info and rules on display - (<i>evidence of drill in class/school documentation</i>)		
Student Management		
Appropriate language, tone and manner of teacher to students		
Approachable – students seek assistance and help		
Evidence of classroom routines – <i>written, verbal or visual</i>		
Supportive learning environment		
Attendance register (age @ 1 Jan, classification, weekly & term balancing, , withdrawals/admissions in remarks column)		
PDS – on track with timeline of observations & evidence?		
Notes from Observation:		
Review Officer Signature		

