|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:** |  | | | **Observer:** |  | **Date:** | Click here to enter a date. |
| **Leadership Focus:** | |  | | | | **Pre-observation meeting:** | Click here to enter a date. |
| **Pre-Observation ‘5 Point’**  **Discussion:** | | | 1. Establish the **context** for the leadership practice that will be observed. 2. Identify the links to PDP **professional learning goal/s**. 3. Identify the **related Standard Descriptors** (per goal) for the observer to focus on (1-3 Standard Descriptors only). 4. Negotiate the **level of involvement** of the observer. 5. Confirm the **date/time/location** for the observation as well as a time for a brief **post-observation discussion**. | | | | |

| [**Standard Descriptors**](http://www.nswteachers.nsw.edu.au/DownloadDocument.ashx?DocumentID=1122) | | | | **Observations and Feedback** |
| --- | --- | --- | --- | --- |
| **Goal 1** | **PROFICIENT** | **HIGHLY ACCOMPLISHED** | **LEAD** |  |
| **Goal 2** | **PROFICIENT** | **HIGHLY ACCOMPLISHED** | **LEAD** |  |
| **Goal 3** | **PROFICIENT** | **HIGHLY ACCOMPLISHED** | **LEAD** |  |

|  |  |  |
| --- | --- | --- |
| **Reflection** | | |
| **Post-Lesson 🞄 Reflection Notes (6.3.2):** | | |
|  | | |
| **Feed-Forward 🞄 Reflection and Planning (6.2.1):** *What am I going to take from this to help achieve my goal/s?* | | |
|  | | |
| **Post-Observation ‘5 Point’**  **Reflection Discussion:** | 1. Discuss **strengths** in relation to the identified professional learning goal/s and related Standard Descriptors. 2. Discuss possible **areas for development/enhancement** in relation to the identified professional learning goal/s and related Standard Descriptors. Consider resources/expertise you may access to support you to do this effectively. 3. Consider how you may utilise aspects of this observation as **evidence** to demonstrate how your professional learning goals are being achieved. *How will you incorporate this into the PDP self-assessment and/or review process?* 4. Consider if any **refinements** should be made to your PDP as a result of this observation experience. 5. **As an observer**, what did you learn as part of the observation/discussion that you may apply in your own practice? | |
| **Signature:** Click here to enter a date. | | **Observer signature:** Click here to enter a date. |
| **Post-observation discussion date:** Click here to enter a date. | | **Observer/date recorded on PDP register:**  Yes  No |