

Instructor Feedback Form

This form is intended for use in an educational coaching session and has been adapted for use in an observation session or general coaching session.

Use this form to organize and provide feedback for your coachee to give them the opportunity to track feedback and continually refer to your notes when setting measurable goals throughout the coaching process.

Name of Coachee:

Name of Coach:

Date:

Instructional Goals:

Is this a coaching session or an observation session?: Coaching Observation

Pre-Observation	Pre-Session
Focus for today's observation (in-class)	Focus for today's observation (in session)
Classroom Management	Lesson Planning
Student Engagement	Communication with colleagues
Learning Expectations	Assessment
Other (specify here): _____	Other (specify here): _____

Are there any materials you will use?

Observation/Coaching Session

Strengths	Areas for Improvement

Post-Session/Observations

Have your coachee's instructional goals changed or been met? Explain how.

What are the next steps?

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