Peer Observation Protocol for Pre and Post Conversation

To conduct a no threatening and no evaluating conversation between the observing teacher and the observed teacher, the following guidelines should be adhered to when meeting before and after the observation.

Pre Session

- Both teachers should agree on the date of observation.
- Discuss the possibilities of items that the observed teacher may want to be noted.
- Reach an understanding about a comfort that will take place during the observation.
- The observing teacher should take notes about the other teacher’s expectations.
- The observing teacher should not suggest any strategies, practices, or approaches for the observed teacher to demonstrate during the observation.
- Both teachers should agree on a neutral process of observation if the given one is not used.

Post Session

- Both teachers must agree on a time to reconvene; a conversation should take place.
- The observing teacher should review the observation sheet with the other teacher before giving it to the teacher.
- The observed teacher must have the opportunity to ask questions, with the observing teacher not providing too many subjective responses.
- The observed teacher
- Both teachers should strive to maintain a cordial and honest exchange.
- There should be an understanding that the conversation will remain confidential.