

Protocols for Classroom Observations

Protocols for Entering the Classroom

Be as unobtrusive as possible
Enter at the prearranged time
Come prepared (observation materials, writing instruments, etc.)
Move quietly to the prearranged seat

Protocols for Conducting the Observation

Follow all pre-observation conference agreements
Remain unobtrusive
Be aware of body language
Intervene objectively and in an unbiased way (only when absolutely necessary)
Collect objective data
Maintain the focus of the observation
No cell phone use

Protocols for Exiting the Classroom

Be as unobtrusive as possible
Leave at the agreed upon time
Move quietly out of the room

Other Thoughts?

1. _____
2. _____
3. _____
4. _____
5. _____