The coaching cycle

Discussion meeting

- Coach and coachee meet
- · Discuss and clarify the issues
- Discuss what the coachee wants to achieve from the process
- Agree and set some achievable goals
- Agree the date and time of the next working meeting/lesson observation
- Agree the time of the next meeting

These two meetings may be covered in one.

Discussion to focus action

- The coach and coachee meet to collaboratively plan a lesson or to focus the action that the coachee will take
- Planning should focus very clearly on the aspect of teaching and learning to be developed, e.g. AfL, BfL, ICT, literacy, classroom management
- Include the strategies and teaching skills to be used
- Agree the lesson observation prompt questions on the Lesson Observation Review sheet

Post-lesson coaching conversation

- Coach and coachee watch the video together. Coachee is encouraged to reflect on the lesson
- The prompt questions on the Lesson Observation Review sheet are used to prompt further reflection
- To what extent have the goals been achieved? What are the next steps?
- The focus for the next coaching cycle is agreed

Lesson observation

- Video the lesson where possible
- The coach observes the lesson and answers the prompt questions on the Lesson Observation Review sheet
- The coach will also talk to students during the lesson to monitor the impact on their learning
- Following the lesson, the coach and coachee should view the video independently and note the key points



9.1 The Coaching Toolkit © Shaun Allison and Michael Harbour, 2009 (SAGE)