**Generic Form for Peer Enrichment of Teaching Post-Observation Discussion and Reflection**

***PRIVATE AND CONFIDENTIAL*** *–* ***this part to be completed and retained by the observer***

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| **AFTER THE POST OBSERVATION DISCUSSION (between observer and observee)***As teaching observation is a process which offers mutuality of benefits, this form should be completed from a personal perspective by the observer and attached to your personal copy of the formal report for your own records (there is a separate form for the observee).* |
| *My summary of our post-observation discussion (observer)* |
|  |
| **REFLECTION ON THE WHOLE OBSERVATION PROCESS** |
| *What have I learnt about teaching and learning? (In general and specific to my own practice)?* |
|  |
| *Key personal action points for the future* |
|  |

**TO BE RETAINED BY THE OBSERVER ONLY**

**Generic Form for Peer Enrichment of Teaching Post-Observation Discussion and Reflection**

***PRIVATE AND CONFIDENTIAL*** *–* ***This part to be completed and retained by the person observed***

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| **AFTER THE DISCUSSION (between observer and observee)***As teaching observation is a process which offers mutuality of benefits, this form should be completed from a personal perspective by the observee and attached to your personal copy of the formal report for your own records (there is a separate form for the observer).* |
| *My summary of our post-observation discussion (person observed)* |
|  |
| **REFLECTION ON THE WHOLE OBSERVATION PROCESS** |
| *What have I learnt about teaching and learning? (In general and specific to my own practice)?* |
|  |
| *Key personal action points for the future* |
|  |

**TO BE RETAINED BY THE PERSON OBSERVED ONLY**