Feedback Session Guidance

OVERVIEW

All site leaders and teachers benefit from receiving frequent and specific feedback provided through CLASS observations. Local observers should schedule a feedback session with the teachers within 10 days of the observation being conducted. These sessions can be held in person or virtually, based on the teacher's availability. This provides educators with an opportunity to receive individualized feedback and ask questions if needed. Local observers should also provide an individualized, written feedback report to the teacher/program leaders, using the template provided by Ready Regions.

STEPS TO PREPARE FOR AND CONDUCT SESSIONS

1. **Discuss the purpose of the feedback session –** start with a general conversation and work to make teachers feel comfortable. Discuss the structure of the feedback report.
2. **Review CLASS scores and ranges –** review dimensions and domain level scores. Share state and regional CLASS data for comparison.
3. **Highlight strengths –** first focus on areas of strengths that were observed, highlighting the positives. If the teacher has had a previous CLASS observation, highlight areas of growth from the last observation and encourage teacher to reflect on the reasons for improvement.
4. **Identify area/s for growth –** identify areas for growth by domain, unpacking specific examples. Work with the teacher to determine a dimension or one aspect of a dimension to be an area of focus for improvement.
5. **Discuss strategies for improvement –** identify specific strategies or action steps that teachers can do to practice implementing quality interactions with children in a targeted manner, such as referring teacher to the CLASS Dimension Guide strategy tip pages.
6. **Share information about PD Resources and Options –** connect teachers to additional CLASS resources and information about other professional development options to ongoing improvement support.