

MODULE 6: 2024

LESSON OBSERVATION, SELF REFLECTION, ONGOING PROFESSIONAL DEVELOPMENT

Important Information

Part of our requirements as an SRE Approved Provider, is to demonstrate that our SRE teachers are not only receiving initial training, but also demonstrate evidence of ongoing training and professional development every 12 months.

Below is a brief outline of the yearly requirements and where there are exemptions and exceptions. If at any stage during the year you feel you may not be able to fulfil these requirements or your circumstances change, please contact us as soon as possible to discuss your situation and arrange an alternative that works for both parties.

Observation Lesson

A new teacher must undertake to have a lesson observed **within their first term of teaching** and then every 12 months after that.

Observers can be Pastor or other paid ministry staff, SRE Coordinator, a teacher* or retired teacher, another SRE teacher. We ask that family members do not observe each other as it can be biased in offering an honest appraisal.

*DoE staff member from your school can observe but only with principal approval.

Observations can be submitted to our office during Term 3 or 4. **They must be received by the first week in December.**

Please use our documentation where possible. If your coordinator is from another denomination, please offer this paperwork for them to complete, if they will be the one observing you.

If you are an employed High School SRE teacher, and you are required to complete Lesson Observations as part of your terms of employment, you can send us a copy of your observations completed in this capacity.

Exemptions- Trained teachers, Paid Pastors, SRE helpers, SRE teachers only filling in, in a casual capacity. To seek exemption, you must contact our office to discuss. We require evidence of your status to offer exemption)

Self-Reflection

All regular SRE teachers, regardless of exemption offered for observations, must complete an annual Self-Reflection. **No RPL is offered for this.**

Exemptions- Helpers & Teachers with casual/fill in status. (Contact us if you need to check what we have on file for you)

Ongoing Professional Development

SRE teachers are to complete two hours of additional training. Suggestions include but not limited to:

- Completing training offered by curriculum writers.
- Attending SRE conferences or child related conferences that can assist with SRE teaching.
- Complete Refresher Training in the Modules mentioned above (in the year of reauthorisation)
- Complete external courses that can enhance your teaching experience.
- Locally run workshops on teaching tips or ways to enhance your lessons.
- Employed HS teachers attending webinars/training/conferences provided by their board or employer.
- Accessing school in-services run through staff or P& C.
- Support training offered to Coordinators either through your Approved Provider or ICCOREIS.

Exemptions- Helpers & Teachers with casual/fill in status.

Part A- Observation Lesson- Primary & High School (unless employed and use a different form)

We suggest the observer has a copy of the lesson from the approved curriculum to follow. Post lesson, observer and teacher discuss points identified in this form. Teacher, please retain a copy for your records and **forward a copy to sre@nswactbaptists.org.au or post to: SRE Team Level 4 MALC, 5 Saunders Close Macquarie Park NSW 2113**

Date of observation		Name of teacher	
Name of Observer		Observer Role	
School		Age/Stage	
Curriculum		Lesson Taught	

Key: E- Excellent; G-Good; A- Average; GA- area I need to grow in

If you nominate growth area, please use box below to offer additional comment or suggestions that may help the teacher work on in future lessons.

Use statements below to help form your evaluation	E	G	A	GA
Arrived on time and ready to deliver lesson				
Manner was friendly and inclusive				
Appearance and dress were appropriate for school				
Was well prepared with all necessary resources & props needed				
Was knowledgeable of lesson content				
Lesson well-paced and engaging				
Demonstrated ability to adapt if environment/setting different to normal				
Taught the lesson from the curriculum they are approved to teach from				
Followed the lesson aims and outcomes				
Demonstrated creativity in delivering the lesson to suit the class				
Used technology with confidence				
Demonstrated a good balance between teacher talk and student directed learning				
Engaged all students in the lesson, catering for different learning styles and abilities				
Allowed opportunities for students to ask questions and share their ideas				
Demonstrated effective use of nonverbal and verbal cues to engage students, including effective voice modulation				
Effectively managed student behaviour and demonstrated sound classroom management skills				
Effectively handled transition of activities throughout the lesson				
Students demonstrated an understanding of the lesson through participation, comments, and questioning				
Instructions given were clear, concise, and easy to follow				
Language used and content was age appropriate and sensitive				
Demonstrated sound biblical knowledge that was in line with the lesson material				
Lesson finished well and classroom left as it was found				
They had their authorisation card with them and visible				
Demonstrated ability to handle a controversial issue that was raised in class and direct back to the lesson appropriately				

What went well in the lesson?

What are things have you identified for improvement for next time?

Do you have any concerns about this teacher continuing in their role as an SRE teacher? Yes No

If yes, please contact us to discuss.

Part B – Self Reflection- Primary & High School

Complete on own first then use to discuss post lesson with your observer. If you are exempt from Part A, please forward a copy of Part B & C to our office.

Date of lesson		Name	
School		Age/Stage	
Curriculum		Lesson Taught	

Key: Y- Yes; N-No; N/A- Not Applicable; GA- area I need to grow in

Preparation, Interaction, Classroom Management, Teaching & Learning	Y	N	N/A	GA
I am confident in my knowledge of the curriculum and Biblical references				
I prepared lesson notes				
I considered the developmental stages and learning styles of my students				
I used the approved curriculum				
I had visual aids and multimedia prepared well				
I arrived on time, and I kept my lesson to the allocated time				
I have my authorisation and wear my name badge				
I followed sign in and sign out procedure				
I engaged respectfully with school staff				
I left the classroom as I found it				
I know the school emergency and evacuation procedures				
I gained attention of students effectively and appropriately				
I clearly communicated expectations and instructions				
I guided student behaviour in a positive manner				
I was aware of special needs and implemented appropriate strategies				
My interactions with students were respectful and encouraging				
I encouraged student participation, allowing students to ask questions and share their ideas				
I appropriately handled a controversial issue raised by a student and redirect back to the lesson				
My lesson content and language used was age appropriate and sensitive				
The lesson aims and outcomes were achieved				
I showed respect and understanding for the diversity of backgrounds and beliefs of students				
The students demonstrated they understood the lesson through their questions and comments				
I allowed students to develop their understanding of the Christian faith in a non-threatening or coercive way				

What went well in the lesson?

What are things have you identified for improvement for next time?

PART C- Ongoing Professional Development

List here ongoing training you have completed during this calendar year. Indicate name of training, who ran it and date. Please provide copies of any certificates or evidence of this training along with this document.
