

MONITORING PROCEDURES

All staff are monitored for a minimum of one hour each academic year and are given verbal feedback at the end of the lesson, if time permits. Failing that, we ask that they arrange to communicate with their monitor within a week. Written feedback is given at a later date.

The background information on pupils and working conditions are completed in advance by the teacher as it is difficult to assess a lesson without knowing how long the pupils have been learning. Details of any monitoring and feedback are confidential to Jester Entertainment, the monitor and the teacher concerned.

Staff are asked to use a practice book for all tuition and are expected to produce evidence of lesson planning at the beginning of the monitoring session.