

◆ EDINBURGH ◆

THE CITY OF EDINBURGH COUNCIL

Department of Education

JOINT NEGOTIATING COMMITTEE (TEACHING STAFF)

Sharing Classroom Experience - Advice to Schools

1. Introduction

- 1.1 The sharing of classroom experience can be part of ongoing support provided to teachers by colleagues, designed to identify varieties of good practice and encourage teachers to develop their expertise and complement self-evaluation.
- 1.2 The sharing of classroom experience can be amongst those strategies used to support and complement the teaching and learning process and may assist staff to evaluate the quality of their teaching.
- 1.3 Peer and/or management evaluation can play a part in this process, where high quality professional interaction and dialogue between colleagues may lead to enhancement of the teaching and learning process.

2. Rationale

- 2.1 Sharing classroom experience can:
 - help develop critical reflection
 - encourage professional dialogue amongst colleagues
 - allow dissemination of good practice
 - encourage support strategies amongst colleagues
 - be part of continuing professional development
 - possibly provide additional support to individual teachers

3. Establishing Arrangements

- 3.1 Effective sharing of classroom experience, resulting in positive benefits to teachers and pupils, is most likely when:
 - staff are fully consulted and involved in agreeing the arrangements for the process
 - teachers make a positive commitment to the process
 - there is an open and honest approach, based on mutual respect amongst colleagues
 - individual school circumstances are taken into account when developing these arrangements.

4. Key Principles

4.1 Arrangements for sharing classroom experience shall ensure that there is agreement on:

- the nature of the process
- the purpose of the shared classroom experience
- the roles and responsibilities of the participants
- the timing and method of sharing any feedback
- the recording of any relevant information

5. Suggested Good Practice

5.1 Prior to sharing experience, the participants should discuss briefly:

- the focus of what is being shared and the intended learning outcomes
- the role of each participant
- any relevant criteria to be used as a basis for discussion

5.2 During the sharing of experience, participants should:

- keep the intended learning outcomes for the class and any agreed criteria in mind
- where appropriate, be involved in the lesson

5.3 Prior to any feedback session participants should:

- consider the points they will share during the feedback

5.4 During the feedback session participants should:

- engage in an open and honest discussion about the shared experience
- confirm shared evaluative judgements and recognise good practice
- discuss any areas for development and where appropriate, agree on a plan of action

6. Record Keeping

6.1 There is no formal requirement to record the sharing of classroom experience other than to note the date of the shared experience and any agreed outcomes e.g. development requirements so that actions required will be followed up.

Colin Dalrymple
Management Side Joint Secretary
24 February 2004

Colin Mackay
Trade Union Side Joint Secretary
24 February 2004