

Example of a coaching agreement

Proforma Part 1: Development planning

Coaching agreement – development planning			
Coached teacher:		Coach:	
Senior teacher:		Date:	
Focus			
Coached teacher (Expectations/comments)			
Coach (Expectations/comments)			
	Date	Time	Place
Focus meeting			
Classroom work			
Debrief			
Resource implications (cover, finance, monitoring and evaluation, technical support):			
Details of classroom work		Teaching group	
Signatures			
<p>Note: The contents of this coaching agreement are confidential and will only be shared with others on the agreement of all parties concerned</p>			
Coach _____		Coached teacher _____	
Senior teacher _____		Date _____	

Proforma Part 2: Coaching agreement – Evaluation and reflection

Coached teacher:	Coach:
Senior teacher:	Date:
Outcome of debrief:	
Coached teacher comments:	
Coach comments:	
Focus for next cycle:	
Signatures:	
The contents of this coaching agreement are confidential and will only be shared with others on the agreement of all parties concerned	
Coach	Coached teacher
Senior teacher	Date