



Parent Pre-K and Kindergarten Informal Observation Checklist

Teacher: _____ Classroom: _____

Observer: _____ Date Observed: _____

<i>The teacher...</i>	
DISPLAY	<ul style="list-style-type: none"> <input type="checkbox"/> Displays a daily schedule in the classroom (may be a picture schedule) for the children. <input type="checkbox"/> Displays a lesson plan with the theme and the activities for the week. <input type="checkbox"/> Has the classroom rules posted (ideally only three – five rules that are positively stated. example: “use walking feet inside” instead of “no running”). <input type="checkbox"/> Provides pictures/information regarding emotions and/or managing feelings (examples: feelings poster, conflict resolution cards). <input type="checkbox"/> Posts children’s artwork throughout the classroom. <input type="checkbox"/> References children’s artwork and other materials posted throughout the classroom during conversation or for a lesson/teachable moment. <input type="checkbox"/> Makes most, if not all, of the display for children at their eye level.
TEACHER INTERACTIONS	<ul style="list-style-type: none"> <input type="checkbox"/> Greets children upon their arrival and welcomes them into the classroom. <input type="checkbox"/> Provides children with individualized attention throughout the day. <input type="checkbox"/> Models appropriate behavior throughout the day. <input type="checkbox"/> Helps children to problem solve. <input type="checkbox"/> Focuses on children learning appropriate behaviors, rather than punishment for inappropriate behaviors. <input type="checkbox"/> Asks the children questions (open-ended and “how” and “why” questions) throughout the day to promote children’s thinking and discussions. <input type="checkbox"/> Talks to children with respect, at their eye level, and with a positive tone. <input type="checkbox"/> Greets children’s questions with enthusiasm and responds in thoughtful ways. <input type="checkbox"/> Engages in frequent conversations throughout the day with children. <input type="checkbox"/> Uses questions to prompt children’s reflections on their understanding and work. <input type="checkbox"/> Consistently explains, re-explains, and implements procedures. <input type="checkbox"/> Gives clear directions and expectations, written or orally. Multistep directions are broken down and presented visually. <input type="checkbox"/> Works well with other teachers in the classroom and demonstrates collaboration and cooperation.

CLASSROOM ENVIRONMENT	<ul style="list-style-type: none"> <input type="checkbox"/> Arranges the classroom into learning centers (examples: art, dramatic play, blocks, writing, science, math, music/movement, library, quiet space). <input type="checkbox"/> Has theme/lesson plan aligned learning materials easily accessible to the children through the classroom. <input type="checkbox"/> Provides a variety of materials for hands-on learning (rather than worksheets). <input type="checkbox"/> Creates a space that is welcoming to all children in the classroom (examples: has children's names posted in cubbies, displays/holds items at children's level, presence of some soft spaces). <input type="checkbox"/> Designs the space to allow children to independently access materials, activities, personal belongings, and basic hygiene items (e.g., tissues) throughout the day. <input type="checkbox"/> Sets up the classroom with order and continuity.
DAILY ACTIVITIES / LESSONS	<ul style="list-style-type: none"> <input type="checkbox"/> Has daily activities and materials prepared and ready to use. No time is wasted throughout the day with preparation. <input type="checkbox"/> Provides different types of activities throughout the day (active, quiet, whole group, small group and/or individualized). <input type="checkbox"/> Uses learning centers to extend concepts taught in large/small groups. <input type="checkbox"/> Promotes children working together – developing cooperation and friendship skills and also allows children to work independently when they need/want to be alone. <input type="checkbox"/> Ensures transitions go smoothly, taking as little time as possible, and children understand what they should be doing. <input type="checkbox"/> Utilizes hands-on activities (rather than worksheets) as the primary method of teaching and learning. <input type="checkbox"/> Individualizes teaching to meet different children's needs (examples: asks different types of questions to different children, provides movement activities for some children when together at whole group, etc.). <input type="checkbox"/> Makes modifications to the lesson as needed (example: While reading a book to the whole group, several children have difficulty participating, so the teacher stops and has the children sing songs and dance instead.). <input type="checkbox"/> Helps children to understand the lesson by connecting to real world applications that are meaningful to the children's own lives.
OTHER	<p>Other things I observed that I would like more information about:</p>