

 AGREE

 OBSERVE

 TRY

 RETURN

Looking at feedback together

We will look at whether one comment helped improve one part of the work. You choose the focus. This is professional learning, not a teacher rating.

Bring a small set of matching work

Bring one task, what successful work should show, and three or four original responses with your comments. Add matching revisions if available. If learners have not revised, plan time to respond.

Look at how the comment was understood

What did the comment ask? What did learners say it asked? What time and support were available? Inspect what changed in the matching work; a prediction is not the learner’s explanation.

Choose one adjustment

Clarify a comment, teach a needed idea or allow more response time. If the work stays unchanged, check the underlying understanding before adding another comment.

Before we start

We will agree in writing who can see notes, where they are stored and what may be shared. Follow required school reporting and privacy rules. Use only the student details needed. Offer planned language and communication supports, including a private response or the option to pass.

Team option for a 30-minute session

5 minutes	Name a shared task and criterion. In pairs, read an original response and its comment.
10 minutes	Predict an interpretation, then check the learner’s actual words and matching revision. Label unavailable evidence.
10 minutes	Share a finding, including teaching or help. Rehearse a clearer comment or teaching move.
5 minutes	Each teacher chooses one change and a date to bring the next matching work.

For an individual conversation, begin with one observation, one agreed change and the next date. The optional ten-minute debrief keeps the record short. Share a summary only with agreed readers after teacher review; keep individual student work in approved school storage.