# Post-observation reflection and action plan

The person observed should use this form to reflect on the feedback given and to plan any follow-up action or activities.

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| Name of the teacher |  |
| Name of observer |  |
| Session venue, date and time |  |  |  |
| Were there any differences/similarities between your views and those of your observer? |  |
| What areas of development can you identify from the feedback and how do you intend to address these? |
| What changes can you implement immediately? | During the next academic term? | During the next academic year? |
|  |  |  |
| What additional support might you need and how will you go about accessing that support? |  |