

## Classroom management observation tool

# Students moving through the school

February 2025

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Effective classroom management creates safe and supportive learning environments for all students. This practice resource is part of a suite of [observation tools](#) that complement the Australian Education Research Organisation (AERO)'s [foundational classroom management resources](#). These observation tools are designed for experienced teachers and school leaders to use with AERO's practice guide, [Supporting a Colleague with Refining their Classroom Management Practice](#).

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With your colleague, you can use this tool to identify specific aspects of the practice they demonstrate, take notes on what you observe and use these to help identify strengths and areas for refinement.

## Before the observation

It's important you take time before an observation to prepare well. This is essential to clarify objectives and gather relevant, accurate and useful information to support your colleague in identifying strengths and refining their practice. Preparation will also help you become familiar with this tool's format and content so it's easier to use during the observation.

### Before using this tool:

Read AERO's practice guide, [Supporting a Colleague with Refining their Classroom Management Practice](#).

Follow step 1 – Build and maintain a collaborative relationship.

Follow step 2 – Decide on a specific practice or skill to observe and prepare for the observation.

### Before observing:

Read AERO's [Students Moving Through the School](#) practice guide to familiarise yourself with the steps.

Read the information in this observation tool.

Discuss with your colleague what will be observed, how long the observation will be and how evidence will be collected.

## During the observation

Observe your colleague and tick the boxes for any actions observed. To support the feedback discussion, factually record what your colleague says and does at key moments, as well as how students respond.

### 1. The teacher gains all students' attention

The teacher:	Observation notes
positions themselves where all students can see them	
<u>gains all students' attention</u> by using a countdown, call and response, or visual cue or gesture	
<u>deliberately pauses</u>	
<u>scans</u> all students	
<u>acknowledges</u> students meeting behaviour expectations and <u>praises</u> students exceeding behaviour expectations	
<u>responds to disengaged and disruptive behaviours:</u> <ul style="list-style-type: none"> <li>using <u>non-verbal corrections</u></li> <li>using verbal corrections (if required)</li> <li>giving a choice to correct their behaviour or receive a consequence (if required)</li> <li>implementing the consequence (if required), ensuring it is related to and correcting the behaviour</li> <li><u>acknowledging</u> students when they correct their behaviour.</li> </ul>	

## 2. The teacher reminds students of the expectations for leaving the classroom, moving through the school and arriving at the destination

The teacher:	Observation notes
<p><u>clearly communicates</u>:</p> <ul style="list-style-type: none"> <li>using as few words as possible</li> <li>breaking instructions down into a small number of manageable, actionable, sequential steps</li> </ul> <p>the expectations for students:</p> <ul style="list-style-type: none"> <li>leaving the classroom</li> <li>moving through the school</li> <li>arriving at the destination</li> </ul>	
<p><u>deliberately pauses</u></p>	
<p><u>scans</u> to ensure students understand and are following the instructions.</p>	

## 3. The teacher monitors and reinforces behaviour expectations as students move through the school

The teacher:	Observation notes
<p>stands in a position to <u>scan</u> all students when they're leaving the classroom, ensuring their back isn't to students and blind spots are monitored</p>	
<p>walks in a position to <u>scan</u> all students when moving through the school</p>	
<p>takes the route with the least disruption to other classes and distraction to the students</p>	
<p>supports students requiring clarification of an instruction or extra assistance</p>	
<p><u>acknowledges</u> students who meet behaviour expectations and <u>praises</u> students who exceed behaviour expectations specific to them</p>	
<p><u>responds to disengaged and disruptive behaviours</u>:</p> <ul style="list-style-type: none"> <li>using <u>non-verbal corrections</u></li> <li>using verbal corrections (if required)</li> <li>giving a choice to correct their behaviour or receive a consequence (if required)</li> <li>implementing the consequence (if required), ensuring it is related to and correcting the behaviour</li> <li><u>acknowledging</u> students when they correct their behaviour.</li> </ul>	

#### 4. At the destination, the teacher reminds students of the behaviour expectations

The teacher:	Observation notes
<p><u>gains all students' attention</u> by using a countdown, call and response, or visual cue or gesture</p>	
<p><u>clearly communicates</u> the behaviour expectations:</p> <ul style="list-style-type: none"> <li>using as few words as possible</li> <li>breaking instructions down into a small number of manageable, actionable, sequential steps</li> <li>telling students:               <ul style="list-style-type: none"> <li>what they need to do</li> <li>where they should sit</li> <li>what they need to get or have out</li> <li>if they're allowed to talk and at what volume</li> </ul> </li> </ul>	
<p><u>deliberately pauses</u></p>	
<p><u>scans</u> to ensure students understand and are following the instructions</p>	
<p><u>acknowledges</u> students who meet behaviour expectations and <u>praises</u> students who exceed behaviour expectations specific to them</p>	
<p><u>responds to disengaged and disruptive behaviours:</u></p> <ul style="list-style-type: none"> <li>using <u>non-verbal corrections</u></li> <li>using verbal corrections (if required)</li> <li>giving a choice to correct their behaviour or receive a consequence (if required)</li> <li>implementing the consequence (if required), ensuring it is related to and correcting the behaviour</li> <li><u>acknowledging</u> students when they correct their behaviour.</li> </ul>	

## After the observation

Follow step 3 – Conduct a feedback session in our practice guide, [Supporting a Colleague with Refining their Classroom Management Practice](#).

**Before the feedback session**, you may want to document:

What did they do well that you can praise? What have they refined since your previous feedback session (if relevant)?

**Before or during the feedback session**, you may want to document:

What is their next priority to focus on? Is it a single step of a practice, a specific skill or an element of a skill? Within the practice step or skill, what specifically needs refinement? What evidence is there to support this?

**During the feedback session:**

Model for your colleague, then support them to plan and rehearse the practice step, skill or skill element they will focus on refining. You may want to document:

When will they next use the refined skill or step of a classroom management practice?

What key elements of the refined skill or step will they make sure they include?

How will they know if they've been successful in refining their practice?

When is a suitable time to re-observe the refined step or skill?