

Date of lesson _____

Learner's name OR names of learners in the group _____

What the learner/s should learn today	The main questions you should ask the learners	The activity I want them to complete is
What did they learn? What did they find difficult?	The resources you will need	Did you need to change anything about the activity? If yes please say what
What do you think the next step in their learning should be?	Additional notes (behaviour/relationships/particular strengths or difficulties/merit or demerit)	

Boxes in grey to be filled by teacher
Boxes in white to be filled by teaching assistant

Figure 3.8 Teacher and teaching assistant communication sheet



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