# Module 1: Coaching on paper

## Suggested Activity Timing

<table>
<thead>
<tr>
<th>Activity</th>
<th>Time (Face to Face)</th>
<th>Time (Online)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Introduction, Assessment Expectations and event house keeping</td>
<td>10 min</td>
<td>10 min</td>
<td>1. Course Introductions and Assessment.</td>
</tr>
<tr>
<td><strong>Activity 1:</strong> Intro, Readings plus Meet and greet</td>
<td>35 min</td>
<td>35 min</td>
<td>2. Readings sent before initial meeting. 20 min if needed 3. Activity to be done face to face in table groups or in an online meeting. 15 min</td>
</tr>
<tr>
<td><strong>Activity 2:</strong> Professional learning in your School</td>
<td>45 min</td>
<td>35 min</td>
<td>1. Presentation 15 min 2. Activity 25 min</td>
</tr>
<tr>
<td><strong>Activity 3:</strong> Effective professional learning</td>
<td>25 min</td>
<td>25 min</td>
<td>1. Activity 25 min</td>
</tr>
<tr>
<td><strong>Activity 4:</strong> The Coaching Cycle</td>
<td>25 min</td>
<td>30 min</td>
<td>1. Coaching cycle presentation and discussion 25 min</td>
</tr>
<tr>
<td><strong>Activity 5:</strong> Coaching Roles and Attributes</td>
<td>60 min</td>
<td>30 min</td>
<td>1. Role activity 30 min 2. Attributes activity 30 min</td>
</tr>
<tr>
<td><strong>Activity 6:</strong> 21st Century Learning</td>
<td>45 min</td>
<td>60 min</td>
<td>1. Activity 30 minutes 2. Debrief 15 minutes</td>
</tr>
</tbody>
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4 hours
Assessment
Which components can you assess in this stage?

- Readings
- Coach roles
- Coach attributes
- Portfolio

Taking time to mark off the assessment Run Sheet will help your own organisation and assessment paperwork.

Getting started with peer coaching

Creating the narrative around this session
Before beginning this module outline the peer coach training program that participants are about to undertake.

At the end of this session people should have an understanding of what peer coaching is and to begin thinking about what it would look like in their school. To achieve this they will look at several sources and then ask why peer coaching is such a powerful professional learning strategy for teachers. Next they will look at what peer coaching looks like: the model/coaching cycle. The roles coaches play and the attributes of successful coaches. The final stage is to look at what skills our students and teachers will need for their future...these are the skills that coaches will focus on developing...

Let them know that after this theoretical session we will get very practical and explore the coaching and pedagogy skills that good coaches need.

Module outcomes from the program

- Explore the skills and competencies students need for their future.
- Draw on prior knowledge and research to learn why Peer Coaching is an effective professional development methodology.
- Explore the roles coaches could play at your school.

Face-to-face Delivery

Activity 1 - Getting Started (35 mins)

- Readings: Send this out before the session with the reflective questions. Use the questions as an icebreaker...by asking people to briefly introduce themselves and answer one of the questions. The readings you should send out are:
  - Peer Coaching Overview
  - Michael Fullan – Learning is the Work (This reading is in the Readings Portfolio)
- Overview/resources/housekeeping for the training program can go here.

Activity 2 – Professional Learning in Your School (45 mins)

Why Peer Coaching?
• Under the Why Peer Coaching? Section read, emphasise and discuss the table. Look at the model or coaching cycle and link it to a learning cycle. Stress that good coaching is good learning...and that the skills and tools suit students as well as teachers.
• Read through the rest of the information and discuss the information.
• Focus on participants sharing their experiences of coaching and why they have chosen to become coaches.

Activity 3 – Effective Professional Learning (25 mins)
1. Participants to reflect and write this in their journal. This might be a good time to get them to set up a digital portfolio tool of some kind.
2. In pairs share this activity and discuss questions 2
3. As a group come together and draw out 4 or 5 common points that made this experience so powerful.
4. Discuss as a group the implications for their role as Peer Coaches.

Activity 4 – The Coaching Cycle (25 mins)
Take some quiet time to read through and discuss this coaching cycle.
- What does it remind participants of?
- Have they ever worked like this before?
- In which step would they feel most comfortable working?
- Which step will they have to work hard to develop?

Activity 5 - Coaching Roles and Responsibilities (60 mins)
Take time to do these well. Stress that this module is doing lots of the building blocks of coaching in the first sessions and we will see them in action in session 4. All will make sense later!

Roles:
- Follow steps in this activity
- Create a list of roles on a white board / shared document group brainstorming.

Attributes:
- Aim at creating a list of the top 10 attributes for your coaching group.

Activity 6 – 21st Century Learning (45 mins)
• This is an introduction to the 21st Century Learning Design module. It is placed here to begin participants considering new approaches to learning and to introduce the ‘Chalk Talk’ Protocol. You do not need to use the suggested video. Consider: How will you approach this? What current materials might you use? You could look at making this really current...you could also look at the use of 21st Century as the term alienates some teachers. The debrief activity at the end of this is very important. You can do this online as well. Use a collaborative doc or whiteboard for the
• Session 1 Closing: sum up the learning and show how we will link into session 2.
Online Delivery
For online delivery of Peer Coach training ensure all participants have voice and chat capabilities.

It is recommended to break this down into 4 x 1 hour sessions. You may need to tweak some timings, but generally this should flow.

- Intro and Activity 1
- Activity 2 and 3
- Activity 4 and 5
- Activity 6

Activity 1 - Getting Started (10 mins + 35 Mins)
- Readings: Send this out before the session with the reflective questions. Use the questions as an icebreaker...by asking people to briefly introduce themselves and answer one of the questions. The readings you should send out are:
  - Peer Coaching Overview
  - Michael Fullan – Learning is the Work
- Overview/resources/housekeeping for the training program can go here.

Activity 2 – Professional Learning in Your School (45 Mins)
Why Peer Coaching?
- Under the Why Peer Coaching? Section read, emphasise and discuss the table. Look at the model or coaching cycle and link it to a learning cycle. Stress that good coaching is good learning...and that the skills and tools suit students as well as teachers.
- Read through the rest of the information and discuss the information.
- Focus on participants sharing their experiences of coaching and why they have chosen to become coaches.

Activity 3 – Effective Professional Learning (15 Mins)
5. Participants to reflect and write this in their journal. This might be a good time to get them to set up a digital portfolio tool of some kind.
6. In pairs share this activity and discuss questions 2
7. As a group come together and draw out 4 or 5 common points that made this experience so powerful.
8. Discuss as a group the implications for their role as Peer Coaches.

Activity 4 – The Coaching Cycle (30 mins)
Take some quiet time to read through and discuss this coaching cycle.
- What does it remind participants of?
- Have they ever worked like this before?
- In which step would they feel most comfortable working?
- Which step will they have to work hard to develop?

Activity 5 - Coaching Roles and Responsibilities (30 mins)
Take time to do these well. Stress that this module is doing lots of the building blocks of coaching in the first sessions and we will see them in action in session 4. All will make sense later!

Roles:
- Follow steps in this activity
- Create a list of roles on an online white board / flip board through group brainstorming.

Attributes:
- Aim at creating a list of the top 10 attributes for your coaching group.

**Activity 6 – 21st Century Learning (60 Mins)**

- Ask participants to watch the video for preparation
- This is an introduction to the 21st Century Learning Design module. It is placed here to begin participants considering new approaches to learning and to introduce the ‘Chalk Talk’ Protocol. You do not need to use the suggested video. Consider: How will you approach this? What current materials might you use? You could look at making this really current…you could also look at the use of 21st Century as the term alienates some teachers. The debrief activity at the end of this is very important. This activity can be done online utilizing a collaborative document or online whiteboard.
- Session 1 Closing: sum up the learning and show how we will link into session 2.