

**Primary ITE Programmes**

**School Based Training**

**Additional Adults – Planning and Assessment Sheet**

This sheet should be used for each lesson, or EYFS session, where an additional adult is working with groups of children or individuals. It will form an important source of evidence about your ability to work with other adults and deploy support staff. It will also provide you with important information about children’s achievement and attainment and suggest next steps.

| Session information |
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| **Trainee name:** |
| **Date:** |
| **Activity focus:** |
| **Name of additional adult/s:** |
| **Group of children/child to be supported:** |

| Outline and purpose of the activity (to be completed by trainee and shared with additional adult) |
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| **Objective/s:** (*What do you want the children to learn?* ***-*** *Three maximum, less if appropriate)*  **1.**  **2.**  **3.** |
| **Success criteria for the pupil(s):** *What will successful learning look like?* - *Three maximum, less if appropriate)*  **1.**  **2.**  **3.** |
| **Description of activity:** *Clear instructions about what you would like to happen in the session* |

**Observations and assessment (**to be completed by the additional adult during/ after the session)

| Name of Child | Objectives and success criteria met | Objectives and success criteria NOT met | **Comments/ next steps** |
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