

WORKPLACEHERO FE & SKILLS HUB - FREE PRINTABLE

Observation reflection and action plan

Turn observation or learning-walk feedback into focused, measurable development.

Observed session	Date	Observer

Strengths identified - what should I keep doing?

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Areas to develop - what was the impact on learners?

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Action	Support / resource	By when	Evidence of impact

Follow-up review: what changed for my learners?

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