

Considerations for a Team Teaching Protocol

At a series of workshops on team teaching in Autumn 2015, participants were asked to suggest what they felt were the essential considerations for successful team teaching. The points below are a summary of the suggestions made by teachers and student teachers. We offer this, not so much as a protocol for team teaching, but more as a list of considerations that might prompt discussion as teachers or schools plan for team teaching or begin to draft a protocol suited their own school context.

General Principles

- ☑ Mutual respect for role, space and processes
- ☑ Strong communication
- ☑ Openness to new and shared experiences/ share resources and expertise
- ☑ Be prepared to compromise/ be flexible
- ☑ Confidentiality/ trust/ honesty/ empathy
- ☑ Opportunities provided for planning and debriefing
- ☑ Willingness, positivity and enthusiasm
- ☑ Partnership and co-operation

Before Teaching

- ☑ Time to plan the structure and content of classes
- ☑ Discuss topics/ methods/ assessments/ classroom management responsibilities/ individual students/ resource development/ learning outcomes for lessons
- ☑ Agree roles and responsibilities for planning and resource preparation
- ☑ Agreement on who attends parent-teacher meetings and what feedback is given
- ☑ Discuss what strengths each teacher brings to team
- ☑ Agree form of team teaching that may best suit the particular class
- ☑ Agree on classroom rules for teachers and students

While Teaching

- ☑ Explain to students why team teaching is occurring and how it will be organised
- ☑ Display a united front in front of parents and students
- ☑ Stick to the agreed roles and responsibilities
- ☑ Use agreed cues so that each teacher is aware when to step in/ out
- ☑ Try to balance activities so that each teacher plays a valued role

After Teaching

- ☑ Honest evaluation by teachers involved - what went well and what could be improved?
- ☑ Be constructive rather than critical
- ☑ Gather feedback from students on their experience
- ☑ Be prepared to alter lessons after feedback/ reflection if necessary
- ☑ Present to staff about the experience at a staff meeting
- ☑ Ongoing whole-school discussion about team teaching
- ☑ Share lesson plans and resources with wider staff

*Dr. Thomas Walsh & Ms. Angela Rickard, Department of Education, Maynooth University.
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