

# Handout 6 – Coach Observation Form



**Candidate Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Did you observe the candidate doing or considering the following? Tick the appropriate statement and add comments if necessary:

Planning, Health and Safety	Comments
Producing a session plan that reflects the needs of the group <input type="checkbox"/>	
Checking the venue and environment <input type="checkbox"/>	
Checking equipment <input type="checkbox"/>	

Introduction	Comments
Presenting themselves appropriately (dress, language) <input type="checkbox"/>	
Introducing themselves and welcoming the participants <input type="checkbox"/>	
Identifying session aims/learning <input type="checkbox"/>	

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Organisation	Comments
Using the space available effectively <input type="checkbox"/>	
Maintaining the involvement of all participants <input type="checkbox"/>	
Grouping participants appropriately <input type="checkbox"/>	
Maintaining control of the group <input type="checkbox"/>	
Making the session safe <input type="checkbox"/>	

Communication	Comments
Gaining attention of all participants throughout <input type="checkbox"/>	
Giving clear and concise instructions <input type="checkbox"/>	
Having effective positioning and body language <input type="checkbox"/>	
Giving appropriate feedback to participants <input type="checkbox"/>	
Using questions to encourage participant feedback <input type="checkbox"/>	
Using appropriate language to the participants <input type="checkbox"/>	

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Developing Skills and Understanding	Comments
Identifying key coaching points <input type="checkbox"/>	
Providing effective demonstrations <input type="checkbox"/>	
Differentiating tasks/skills based on the ability of participants <input type="checkbox"/>	
Setting up activities with appropriate progression <input type="checkbox"/>	
Advising and correcting technique where required <input type="checkbox"/>	

Coach Attributes	Comments
Demonstrating enthusiasm <input type="checkbox"/>	
Making the session fun and enjoyable <input type="checkbox"/>	
Creating a positive environment <input type="checkbox"/>	

<b>Total score (out of 25):</b>	
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Any Additional Comments

**Interviewer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_