**Form C2: School Social Worker Informal Observation Form (1)**

Teacher: Click here to enter text. Evaluator: Click here to enter text.

School/Position/Subject: Click here to enter text. Date of Observed Practice: Click here to enter a date.

Date Form C2 Provided to Employee:Click here to enter a date.

**Evidence of Planning & Preparation/Professional Responsibilities (Domain 1 & 4):**

Click here to enter text.

***General Observations***

|  |  |
| --- | --- |
| **Specialists Actions:** *Specialist spent most of the time….* | **Stakeholders Behaviors:** *Stakeholders spent most of the time…* |
| Click here to enter text. | Click here to enter text. |

**Observations of the Environment**

|  |  |
| --- | --- |
| ***Components*** | ***Evidence, Examples, Suggestions, Notes, Directives*** |
| **2A. Respect and Rapport**  School social workers interactions consistently model sensitivity and provide a warm and caring environment.  SSW is highly respectful of the cultural and developmental  differences among individuals and groups of students.  SSW shares information with students, families, and staff | Click here to enter text. |
| **2B. Organizes and Manages Time, Routines, and Procedures**  Evaluations are on time.  Paperwork is completed prior to the meeting and turned in.  School social worker has a schedule for meeting with students and  adheres to it and/or makes alternate arrangements. | Click here to enter text. |
| **2C. Creating a Culture of Social-Emotional Well-Being**  Social Worker collaborates with staff on building wide positive behavior interventions, as desired/allowed by the district served.  Social Worker consults with staff on specific social/emotional concerns that present in the classroom. | Click here to enter text. |
| **2D. Managing Social Work Practice and Organizing Physical Space**  Office is well organized, non-confidential materials and manipulatives are varied and easily accessible.  Materials are stored securely.  With minimal guidance and prompting, students will follow their established routines. | Click here to enter text. |

***Note:*** *Unchecked boxes mean only that a trait was* ***not observed*** *during this short observation. The trait may not have been applicable to this lesson, or it may have been demonstrated before or after this observation period.*

**Form C2: School Social Worker Informal Observation Form (2)**

**Observations of the Delivery of Services**

|  |  |
| --- | --- |
| ***Components*** | ***Evidence, Examples, Suggestions, Notes, Directives*** |
| **3A. Responding to Referrals**  School Social Worker responds to and initiates referrals.  School Social Worker collaborates with others to meet special education timelines.  School Social Worker meets timelines. | Click here to enter text. |
| **3B. Providing Evidence-Informed Services & Programs**  SSW provides opportunities for social emotional learning.  SSW creates and implements the functional behavior analysis and  SSW is knowledgeable about evidence-informed programs and services. | Click here to enter text. |
| **3C. Using Social Work Interventions with Individuals, Groups, and/or Classrooms.**  SSW offers creative and effective strategies during collaborations.  SSW participates in development, implementation, monitoring, and revision of IEP and behavior intervention plans.  SSW utilizes a variety of problem-solving skills and strategies in a variety of settings.  SSW consistently writes and monitors IEP goals. | Click here to enter text. |
| **3D. Assessing Student Needs and Services**  SSW collects all the important information on which to base the intervention plans and goals.  Reports are accurate.  Reports are appropriate to the audience. | Click here to enter text. |
| **3E. Demonstrating Flexibility and Responsiveness**  SSW recognizes individual student needs and selects interventions based upon specific needs.  When faced with a problematic situation, SSW gives direction on how to address the problem.  SSW meets job responsibilities and is flexible in order to meet student and staff within their assigned placement | Click here to enter text. |
| **3F: Demonstrating Ability to Manage Crisis Situations**  SSW is an integral part of the crisis team.  SSW consults on building level with staff on crisis situations.  Documentation is completed. | Click here to enter text. |

***Note:*** *Unchecked boxes mean only that a trait was* ***not observed*** *during this short observation. The trait may not have been applicable to this lesson, or it may have been demonstrated before or after this observation period.*

***Evaluator or employee may request a post-conference to further address information observed.***