21ˢᵗ CCLC Observational Instrument

Sub-grantee Name/Center	
Observer	
Date/Time	
Activity Name	

Activity Type	Check all that apply	Type of space	Check one	Total Students Participating	#
Homework Help		Classroom		Total Number of Girls	
Tutoring/Mentoring		Gym		Total Number of Boys	
Academic activities (not homework)		Computer Lab		**Grade Levels (Circle all that apply)**	
Visual Arts, Music, Drama, Dance		Library		PREK K 1 2 3 4 5	
Prevention Programs		Cafeteria		6 7 8 9 10 11 12	
Youth Leadership		Auditorium		**Participation Type**	**Check one**
SEL		Art Room		By Age or Grade	
Crafts		Music Room		Choice by student	
Physical Activity		Hallway		All students participate	
STEM/STEAM		Outside Playground		Additional Information:	
Unstructured time		Other:			

Staff-assigned game		**Total Staff**	**#**	
Community Service		High School Student		
College/career prep		College student or young adult		
Cultural awareness/club		Specialist or para professional		
Other:		Other adult		

Skill Development (check one)			
Skill-building		Neither	
Skill practice/reinforcement			
Primary Skill Targeted (check one)			
Physical/Athletic		Decision-making	
Artistic		Problem solving	
Math/Number sense		Communication	
Literacy			
Decision Making			

Environmental Context		
Is the level of adult supervision appropriate to activity and age group?	Yes	No
Is the work space appropriate for the activity?	Yes	No
Are required materials available and in sufficient supply?	Yes	No

Ratings

After at least 15 minutes of observation, assign a rating of 1 (not evident) to 4 (highly evident) for each item below. Note: each item/indicator may not be present in each observation. NA will be scored for any item that was not observed.

	1	2	3	4
	Not Evident	Rarely Evident	Moderately Evident	Highly Evident

Domain Areas	Rating
Purpose/ Focus	
Communicate goals, purpose, and expectations. Staff communicate the value and purpose of the activity. What are we doing and why?	
Engagement	
Student participation- Students are encouraged to actively participate in conversations and have the opportunity to share their ideas.	
Circulating as students work. Staff monitors students working to ensure all are engaged and to offer support.	
Attentively listen to and/or observe youth. Staff look at you when they speak and acknowledge what has been said by responding appropriately.	
Employ varied teaching strategies. Staff us a variety of strategies to keep students engaged with the activity. For example: direct instruction, coaching, modeling, cooperative learning, etc.	
Provide an opportunity for peer interactions. Staff allow for students to interact with peers throughout the lesson.	
Staff members are inclusive. All students are treated the same.	
Behavior- Staff use positive behavior management techniques that allow for all youth to complete the activity. Expectations are communicated clearly for the activity.	

Content	
Connects to the regular school day. Staff make an effort to reinforce concepts that have been taught during the regular school day.	
Activity level is appropriate for age group. Students are challenged appropriately.	
Meaningful- activity requires students to think about and solve meaningful problems.	
Well planned lesson- the activity has a clear goal or objective and there is a clear lesson plan. All materials are prepared and available for use.	

Observer's Synthesis

Purpose/Focus- Program staff communicate the goal or purpose of the activity to students.

Engagement- Program staff are providing engagement opportunities for all students participating in the activity.

Content- Program staff are well prepared to deliver the activity and have coordinated with regular school day staff to ensure the activity reinforces or supports concepts learned during the regular school day.

Other Observations: