



Coaching Requirements

1. Coaching Structure

- Frequency
 - Each Emozi® classroom: 1× per month (Oct–Feb) — can be in-person or virtual depending on travel constraints.
 - Optional: Short “check-in” calls or messages between visits to troubleshoot issues quickly.
- Duration
 - ~30–45 minutes per visit to allow for:
 1. Observation of part or all of a lesson.
 2. Feedback conversation with teacher.
 3. Review of fidelity/lesson tracking logs.
 4. Planning next steps.
- Focus Areas
 - Fidelity to the lesson structure and core components.
 - Integration of Emozi skills into daily routines.
 - Teacher comfort and confidence.
 - Problem-solving for barriers (materials, pacing, classroom dynamics).



2. Coaching Process

Each coaching cycle should follow a plan–observe–reflect–plan structure:

1. Pre-visit prep: Review last month’s fidelity checklist, lesson tracker, and any adaptation notes.
 2. Observation: Watch a lesson segment (or activity block) to rate fidelity and student engagement.
 3. Feedback & support: Give specific, strengths-based feedback; share quick-win strategies or adaptations.
 4. Action plan: Agree on 1–2 concrete goals for the next period.
 5. Documentation: Complete a Coaching Visit Log and share with evaluator (and teacher, if appropriate).
-

3. Coaching Documentation Tools

You already have a Coaching Visit Log in your Emozi® Evaluation Toolkit — to make the coaching process strong and consistent, you’ll also want:

- Coaching Observation Form
 - A structured rating form (5–7 items) covering:
 - Lesson delivered as intended.
 - Teacher modeling of skill.
 - Student engagement levels.
 - Use of visuals and Emozi language.
 - Integration of skills outside lesson time.



- Classroom climate.
 - Adaptations made (noted with reasons).
 - Pre-Visit Review Sheet (*optional*)
Quick checklist for coaches to scan fidelity/lesson logs before each visit so they can focus the observation.
 - Coaching Summary Report Template (*monthly or quarterly*)
Aggregates visit notes across all Cohort A classrooms:
 - Common strengths and challenges.
 - Patterns in fidelity or engagement.
 - Recommended training refreshers.
 - Materials/support needs.
-

4. Supporting Materials

- Teacher Coaching Overview (one page) explaining:
 - Why coaching is part of the project.
 - How often visits occur.
 - What teachers can expect during and after a visit.
 - How feedback will be used (support, not evaluation).
- Mini-Strategy Library
Quick reference cards for teachers with:
 - Pacing adjustments.



- Transition strategies.
 - Engagement boosters for different student types.
 - Quick ways to embed Emozi vocabulary in routines.
-

5. Integration into Evaluation

- Fidelity Checks
Coaching observation scores are part of the fidelity dataset for analysis.
- Barrier Tracking
Log recurring issues so they can be linked to outcome data (e.g., classes with more turnover or lower coaching frequency).
- Adaptation Capture
Record which adaptations are most often linked with strong engagement.