SWIFT Lesson Plan

This lesson planning template supports SWIFT trainee teachers in structuring effective lessons by ensuring (for example) clear objectives, adaptive teaching, and assessment strategies. Thoughtful lesson planning is essential for trainees to develop strong teaching practices, meet a range of student needs, and build confidence in classroom management.			
Date:	Time:	Subject:	Class:
Steplab Action Step for this week *(Record the action step set by your mentor in the last mentor meeting.)*			
Other areas for development *(Record targets from previous observation forms that you want to focus on.)*			
Outcome of Learning Sequence *(What do you hope pupils will achieve by the end of the learning sequence?)*			
Lesson Context *(Where does the lesson fit within the sequence of learning?)*			
Learning Objective *(What is the focus of the lesson in terms of knowledge/skills/understanding/concepts?)*			
Success Criteria *(Outline what specific, measurable, and achievable goals students should know, understand, and be able to do by the end of a lesson.)*			
Prior Knowledge *(What prior knowledge and understanding do the pupils already have?)*			
Possible Misconceptions *(What are the likely misconceptions? You might need to ask an expert colleague. How can these be avoided / addressed?)*			
Pupil Grouping / Classroom Layout *(How are the pupils organised in the classroom e.g., in groups, pairs? What is your rationale for these groupings?)*			
Support Staff *(If applicable- How will you deploy teaching assistants? How will you prepare the teaching assistant for the lesson? Share the lesson outcome with the TA ahead of the lesson)*			
Key Vocabulary *(List key vocabulary that will be addressed throughout the lesson, plan for introducing new vocabulary and supporting students understanding of key words)*			
Resources *(Teaching and learning materials, equipment, needed for the lesson)*			

Timings	The Teacher *(Concepts, subject knowledge, skills, teaching methods used to lead learning and classroom management e.g., routines & timings)*	The Pupils *(Activities to connect concepts, subject knowledge and skills)*	Assessment Opportunities & Key Questions *(What strategies will you use to assess pupil progress? Give concrete examples, such as planned questions, quizzes, exit tickets …)*
Start of lesson			
Lesson			
End of Lesson			
Homework (if applicable)			

Adaptive Teaching Part 1: *(What strategies will you use to ensure all pupils can attain the learning outcome)*	
Adaptive Teaching Part 2: *Plan targeted strategies for two specific pupils in the class with identified needs, such as SEND, EAL, or disadvantage, ensuring tailored support to enhance their learning outcomes.*	
Pupil 1	
Pupil 2	

Reflection	
Strengths • *What went well in the lesson, and why?* • *Which strategies or approaches were most effective in engaging pupils?* • *What had the most significant impact on pupil learning, and how was this demonstrated?*	Outcomes • *Did the lesson achieved its intended learning objectives and were pupils able to meet the stated goals?* • *What progress did pupils make, and how do you know?* • *What barriers impacted learning, and how could they be addressed?*
Surprises • *What didn't go as planned, and how did you respond?* • *What unexpected misconceptions did pupils have?* • *Did anything challenge your subject knowledge or teaching approach?*	Next Steps • *What would you do differently next time to improve learning?* • *How will you address any misconceptions or gaps in understanding?* • *What specific strategies or resources could you use to enhance pupil engagement and progress?*
Questions to ask Expert Colleagues	Responses
Mentor Comment on Lesson Plan *(for one observed lesson a week, once all sections completed, please ask your mentor to give feedback on the quality of your plan)*	
Summer Term | SWIFT Trainees should: • *For summer term 1, complete this lesson plan for every lesson they teach.* • *Provide a copy of the lesson plan to the colleague conducting their observation.* • *For one formal observation a week give the fully completed lesson plan (including reflection) to the mentor for them to comment on* • *Save all SWIFT lesson plans in their TEAMS folder.*	