



Teacher's Guide: Preparing for Coaching Conversations

A reflection tool to help teachers get the most out of the coaching process

Coaching is an opportunity to grow, reflect, and strengthen your teaching—not a judgment of your worth or ability. This guide is designed to help you feel prepared, focused, and confident as you enter into coaching conversations.

1. Begin with Trust

It's normal to feel vulnerable when someone comes into your classroom. Remember, coaching is about support, not evaluation. Trust begins with being honest about your goals and open about what you'd like to work on.

- ✓ Have I reminded myself that this process is for growth, not judgment?
- ✓ Am I willing to share openly about my classroom and my goals?

2. Clarify Purpose Together

Before the visit or conversation, think about what's most important for you right now. Is it student engagement? More target language use? Planning lessons around communication goals? Share your focus so your coach can support what matters to you.

- ✓ Do I know what I'd like to get out of this coaching conversation?
- ✓ Have I communicated my priorities clearly?

3. Name Your Strengths

You already bring a lot to your classroom—energy, relationships, creativity, or consistency. Naming those strengths helps you and your coach build from a positive foundation.

- ✓ What's one thing I feel confident about in my teaching?
- ✓ Have I shared that with my coach so we can build from it?

Proficiency PATHS

4. Focus on Next Steps, Not Everything at Once

Teaching for proficiency involves many layers—mindset, curriculum, practices, and assessment. It's impossible (and unnecessary) to tackle them all at once. Coaching works best when you focus on one small step that feels meaningful and manageable.

- ✓ Am I open to identifying just one next step?
- ✓ Do I see how this step connects to student learning?

5. Reflect Honestly

The most powerful part of coaching comes from your reflection. Instead of worrying about “getting it right,” think about what you notice and what you'd like to try next.

- ✓ How did this lesson feel to me?
- ✓ What do I notice about how my students responded?
- ✓ What's one change I'd like to try next time?

6. End with Encouragement

Coaching is a journey, not a one-time event. Acknowledge your own courage for engaging in it, and celebrate the effort you're putting into your growth as an educator.

- ✓ Have I recognized my own progress and effort?
- ✓ Am I leaving this conversation with clarity and confidence?

Quick Reflection for Teachers

- What did I learn about my teaching through this coaching conversation?
- What's one action step I'm committed to trying?
- How will I track or notice my own growth over time?