

Positive Behaviour Feedback Template

An effective way to build trust and rapport with teachers is to provide them with positive and accurate feedback about their efforts. We call this type of feedback *reinforcing feedback* because it helps to reinforce good behaviour and performance.

It is helpful to use a template to plan and deliver feedback that reinforces teachers' positive behaviour or performance. Consider the critical attributes of reinforcing feedback and then use the template to plan what you would say to the teacher at each step in a positive feedback conversation.

Reinforcing Feedback-Critical Attributes

- **Make the feedback specific:** Describe the behaviour or performance that was desired or positive.
- **Provide examples:** Provide specific examples that illustrate the teacher's behaviour you want to reinforce with the teacher.
- **Deliver the feedback as soon as possible after the performance:** Reinforce the behaviour or performance immediately to maximise the impact of positive feedback.
- **Provide a rationale for the performance:** Let the teacher know why the behaviour or performance was effective.
- **Provide encouragement:** Recommend continued use of the behaviour or performance.

Designing Reinforcement Feedback

After each brief description, plan what you would say to the teacher at each step in the conversation.

- List specific information about the desired behaviour or strategy.

- Give examples of the desired behaviour or strategy.

- Tell why the desired behaviour or strategy is effective.

- Encourage the teacher to continue to use the behaviour or strategy.
