



Evaluation: How did it go?

At the end of the day ...

People should be offered the opportunity to reflect on the day and the learning they have taken from it. It is also useful to ask for feedback on the balance of the day - eg between presentation, practical activities and opportunities to ask questions.

You **must** use the *Circle Solutions Training: Evaluation Form* from the trainer pack (also available on the website), and return a copy of all the forms, together with the Training Record, to: Sue Roffey, 32 Ellington Road, London N10 3DG - or scan the forms and email to sue@sueroffey.com

Complaints

In the event that someone wishes to complain about the course, then they should be asked to put that complaint in writing and send it to:

Sue Roffey, 32 Ellington Road, London N10 3DG, UK, or email to sue@sueroffey.com

Australian Professional Standards for Teachers

The Australian Professional Standards for Teachers addressed by the course are listed on the Attendance Certificate - see page 65. Teachers seeking accreditation should be asked to consider these when completing the evaluation forms.