**WCHS Peer Visit Process**

Requirements:

* Go on a peer visit once each semester

*if you are asking someone to come to your class*

* in an email or in person provide the preconference information
* at a minimum include what you want the person looking for and what data you want collected (if any)

*if you are going to someone's class*

* ask beforehand if there is something you can look for to give them feedback on

or

* ask if you can specifically look for an area you want to see

*Meet afterwards to debrief*

* share data collected, share information about what the teacher wanted you to look for

or

* share information about what you were there to observe
* use the handout "Peer Reflective Conversation Following a Peer Visit" as a resource to guide your post-visit conversation