

Rounds Protocol

Source: a variation on The Descriptive Review of a Child by Pat Carini at the Prospect Centre in Bennington, Vermont

Purpose

To involve colleague teachers in providing feedback that can be used to understand a student through his or her work.

Time allotted

About 60 minutes or more depending on the number of pieces of student work to be considered.

Group format

The protocol needs one facilitator, with understanding of and experience with the protocol, one teacher presenter seeking feedback on an approach to assessment and providing a range of examples of student responses to the task that is being assessed, and 8-10 colleagues prepared to offer constructive feedback.

Facilitation tips

- This protocol works best if one person, preferably someone who is familiar with the protocol, acts as the facilitator. This person will not be part of a group that discusses the question(s).
- The facilitator should begin the session by restating the importance of the trust and respect that this protocol requires. Discussions and feedback that take place in the session are professional conversations between the participants and the teacher seeking feedback.
- The facilitator should also explain that the protocol will be implemented with fidelity to the process and the constructive spirit of the process. The facilitator may ask participants to reword or withdraw comments that are evaluative or judgmental.
- The protocol follows the following steps:
 - Introduction (protocol goals, guidelines and schedule): 5 – 10 minutes
 - Teacher presentation (context for work, focusing question, group is silent): 10 minutes
 - Clarifying questions (participants ask nonevaluative questions, e.g. 'what happened before x', 'what did you do next?', 'what did y say?'): 5 minutes
 - Individual writing (both the presenter and the group write about the presentation, addressing key questions): 5 minutes
 - Participant discussion (the group move through the following rounds, if possible a recorder writes what the participants say on chart paper, the presenter remains silent but may take notes) 15 minutes
 - Round 1 – Description: in round-robin style participants describe what they do, or do not, see in the work. Participants can pass if they have nothing to add: 5 minutes
 - Round 2 – Generalization: in round-robin style participants make generalizations about what they do, or do not see in the work, based on the descriptions from the first round. Participants can pass if they have nothing to add: 5 minutes
 - Round 3 – Recommendations: in round-robin style participants make recommendations based on the descriptions and generalizations from the previous

two rounds (recommendations should be warm, what works and should be continued, or cool, indicate what needs improvement): 5 minutes

- Presenter Reflection (reflect aloud on the participants' discussion, suggest future actions, questions, dilemmas, etc, and correct any misunderstandings): 15 minutes
- Debrief (open discussion of the experiences of the group): 5 minutes