



TEACHING ASSISTANT EVALUATION FORM

Name: _____

Date: _____

School: _____

Student: _____

- Appraisal Code:**
1. Meets Job Requirements
 2. Improvement Needed (must have comment)
 3. N/A – Not Applicable to this Job

Job Knowledge and Skills	Rating	Comments/Examples
Demonstrates the knowledge and skills required to perform assigned position		
Deals with needs of the child(ren) while preserving their dignity		
Is knowledgeable about allocated students, their needs and programs		
Understands and complies with accepted methods and procedures		
Is familiar with and can effectively use materials and equipment.		
Produces quality materials and learning resources as required		

Performance of Duties	Rating	Comments/Examples
Contributes to resolve day to day instructional issues		
Motivates students using a variety of techniques		
Is dependable and punctual in fulfilling duties		
Works with minimum supervision		
Adapts to changing demands (innovation and creativity)		
Plans and organizes assigned tasks and works within time frames		
Understands and uses appropriate questioning techniques with students		
Creates clear, concise, objective, detailed and accurate anecdotal notes		
Provides effective feedback to students in order to achieve desired behaviors		
Demonstrates initiative and responsibility		

Professional Behaviors		
Can be relied on to complete assigned tasks efficiently and correctly		
Demonstrates punctuality in all aspects of the job.		
Displays a positive attitude towards all stakeholders		
Shows genuine interest in student(s) and student learning		
Dresses appropriately for specific assignments		
Demonstrates self confidence in fulfilling job responsibilities		
Maintains confidentiality		
Implements school and classroom policies and procedures		
Strives to improve job related knowledge and skills		
Interpersonal Relationships		
Responds positively to supervision and makes changes based on direction		
Deals with conflict in a professional manner		
Shares responsibilities and contributes positively to the learning team		
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Works cooperatively with team members		
Uses appropriate channels of communication		

