

DIOCESE OF TYLER
CATHOLIC SCHOOLS OFFICE

INFORMAL EVALUATION OF A SUBSTITUTE TEACHER

SUBSTITUTE TEACHER'S NAME: _____

DATE: _____ GRADE/SUBJECT: _____

REGULAR TEACHER'S NAME: _____

PERSON COMPLETING THIS REPORT: _____

INSTRUCTIONS: Circle the appropriate number

0 – Insufficient Information

1 – Good Performance

2 – Fair Performance

3 – Poor Performance

	0	1	2	3
Punctuality				
Discipline				
Orderliness				
Covered Lesson Plan				
Effectiveness				
Effect on Pupils				
Submitted Required Reports				
Maintains Appropriate Confidentiality				
General Rating of Substitute Teacher				

Would you recommend keeping this teacher on the Substitute Teacher roster? Yes No

Comments:
