

CHILD DEVELOPMENT RECORDS / ASSESSMENT & REPORTING

The staff team at Christie Downs Kindergarten has formulated procedures to record individual child development records, for every child.

WHEN A CHILD STARTS.....

The staff provides each family a **child interest** questionnaire to complete. These are then used to plan around children's interests and strengths, and give the staff an overview of the child and family expectations.

AT KINDERGARTEN

PORTFOLIO FOLDER

Each child will have a portfolio. Your child's portfolio will contain examples of art work, photos, drawings etc., this is added to throughout their stay at kindergarten. This portfolio belongs to the child. This folder will hopefully show the child's enjoyment, participation, growth and progression through kindergarten displaying interests and achievements. Parents and children may view their portfolio at any time.

FOCUS GROUPS

Children are given the opportunity to work in small groups to undertake learning experiences, which extend on their literacy and numeracy skills, speech activities, social skills, etc. These group times also give the staff the opportunity to observe pencil grip, speech clarity, social interactions, concentration abilities etc. The children love these experiences and examples of their achievements are placed in their portfolios.

STATEMENTS OF LEARNING

A Statement of Learning Report, using the **Early Years Learning Framework**, is completed for each child in their last term at Kindergarten; and a copy is passed on to the school. Statements of Learning are kept confidentially. In the child's final term of kindergarten their Statement of Learning report is finalized. Parents will view, have the opportunity to provide comment and sign this document, before it goes to school.

PARENT INTERVIEW

At Christie Downs Kindergarten the staff is committed to hold formal interview(s), with the child's parent(s) to discuss their child's progress. These appointments are mutually agreed upon between the parent(s) and staff enabling families to meet after hours, if applicable, in a 1:1 situation. The interview is usually held in the child's third term.

Please be assured if there are any developing concerns *i.e speech, co-ordination, behavioural*, staff will approach par-ents when it arises. Parents are also more than welcome to make time to discuss concerns that they have noted at anytime during their child's time at kindergarten.

SPECIAL NEEDS FOLDER

If your child receives specialist support whilst attending kindergarten – ie speech, coordination development, behavioural – a plan is formulated to meet each child's specific and identified needs. This is completed with parent(s)/caregivers, staff, and other agencies and is designed to 'follow' the child.

These plans are copied and passed onto the school upon parental consent in the child's final term of kindergarten and just prior to commencing school. Children with special needs are catered for within the program.

Please Note: Parents receive copies of these reports as soon as they become available.

Sources: <http://www.decd.sa.gov.au/assessment/pages/Guidelines/guidelines/>

Reviewed May 2016 Next Review: May 2017

