



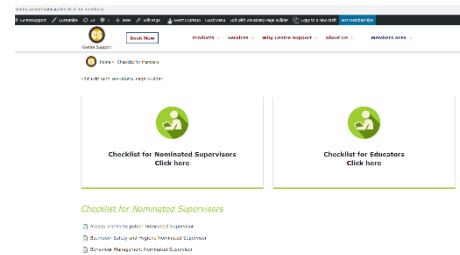
Nominated Supervisor

Regulation 74 Documenting of child assessments or evaluations for delivery of educational program

- (1) The approved provider must ensure that, for the purposes of the educational program, the following are documented for a child preschool age or under
- (i) assessments of the child's developmental needs, interests, experiences and participation in the educational program and
 - (ii) assessments of the child's progress against the outcomes of the educational program.
- (2) In preparing the documentation, the approved provider must (a) consider
- (i) the period of time that the child is being educated and cared for by the service and
 - (ii) how the documentation will be used by the educators at the service and
- (b) prepare the documentation in a way that is readily understandable by the educators at the service and the parents of the child.

Note. A compliance direction may be issued for failure to comply with subregulation (1).

Remember: If you need to use a checklist go to the members area of Centre Support's website where every checklist imaginable is available.



of

1.3.1 Assessment and Planning Cycle



Compliance test for educators

Instructions: Nominated Supervisor is to conduct the test. Ask one educator at a time in a location that other educators cannot hear or provide support to the educators being asked the question. Record the responses then analyse to see if the educators' responses would place you at risk of a fine. Finally, train the educators that fail to meet the regulations.

Name of educator:

Questions	Response	Pass or Fail
Miss Lily asks what educators have to assess exactly. Please respond.		
Miss Daphne says assessment usually involves comparing something against a standard. What are they comparing children's needs, interests, experiences and participation against? Please explain.		
Mr Kyle is confused about how much assessing educators need to document. What's your response?		

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1.3.1 Assessment and Planning Cycle



Answers from last week - Compliance test for educators

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Questions	Response	Pass or Fail
Miss Daisy asked if there's anything in the Regs about critical reflection – or is it just an NQS requirement? Please respond.	It's in the National Law - section 168 'Offence relating to required programs' provides penalties up to \$20,000 for not implementing a program based on an approved learning. One of the principles of the EYLF/MTOP is 'Ongoing learning and reflective practice.'	
Miss Violet says she's confused about the difference between reflection and evaluation. Please explain the difference.	Critical reflection looks at things from multiple viewpoints, often considers equity and power issues, and considers what all the evidence says, often leading to changes in practice. Evaluation is simply looking at how well something is done or is progressing. (More information about reflection is in the EL section.)	
Mr Ash asks if there's any 'right' way to document critical reflection. Is there?	No. The NQS Guide says educators can use a "variety of methods such as jottings, children's comments and conversations, photographs and examples of children's work." (page 136)	

1.3.1 Assessment and Planning Cycle



The Federal Government's Fair Work website <https://www.fairwork.gov.au/> has a lot of simple, easy to understand information about employee entitlements as well as some useful templates. Each week we'll share information from the website. This week we're reviewing [Unfair Dismissal](#).

Unfair dismissal is when an employee is dismissed from their job in a harsh, unjust or unreasonable manner.

The Fair Work Commission decides on cases of unfair dismissal. Employees have to apply to the Commission **within 21 days** of the dismissal taking effect. The 21 day period starts the day after the dismissal.

Employees have to be employed for at least 6 months before they can apply for unfair dismissal, or for 12 months if working for a small business (has less than 15 employees including casuals regularly employed at the time of the dismissal). Small businesses have different rules for dismissal. The Commission will deem a dismissal to be fair if the employer can provide evidence they've followed the Small Business Fair Dismissal Code. There is also a Small Business Fair Dismissal Code Checklist.

1.3.1 Assessment and Planning Cycle