





Room Leader Minutes 16.10.23

<b>Staff Meeting 16/10/23</b>		Commenced: 6pm	Completed: 7.45pm
<u>Discussion Points</u>	<u>Comments</u>		
<p><b>Storypark Training with Bev 6pm-6.45pm and Environment Set Ups Walk Through 6.45-7.45pm</b>  Attendees: Taliyah, Danae, Amy, Ravneet, Sharon, Anindeta, Somiya, Kendra</p>			
<p><b>Room Leader Meeting 6pm-6.45pm</b>  Attendees: Michaela, Mel, Marissa, Becky, Ruth &amp; Emily  Apologies: /</p>			
<b>Check In</b>	<p>Acknowledgement of Country was completed.  Everyone is copying just the end of the year rush, with all the things that we need to complete. Emily passed on to try and delegate, where possible, and if you are stressed out to write a list and identify what is important and needs urgent actioning.  Some rooms struggling with under 18 educators and showing them tasks for the first time. Becky and Emily will review the induction process for trainees and see if there is anything we can do to support showing them how to perform certain tasks. (e.g. Nappies and Bottle Making)  Emily will plan a check in conversation with the new educators to see how they are travelling and if they have anything they want to know more about.</p>		
<p><b>Reconciliation Action Plan</b></p> <ul style="list-style-type: none"> <li>- Where it is located.</li> <li>- Reviewing throughout the year at staff meetings</li> <li>- Current Goals</li> </ul>	<p>Becky has created the RAP plan on our storypark for easy access for all staff. This way if any actions have updated that we can add progress notes on that plan, so see our progress. For each action, a goal has been created and for each goal we had to set a deliverable (steps). Throughout the year we want to start addressing our RAP and during room meetings..</p>		
<b>Supervision</b>	<p>Continually remind new educators/newer trainees of the supervision plan and policy &amp; what active supervision is and positioning of our body. This is something we will need to continually review and redirect staff on.</p>		
<p><b>Developmental Milestone Checklist</b></p> <ul style="list-style-type: none"> <li>- Looking at the columns for Sometimes or Always</li> </ul>	<p>We have feedback on that the sometimes and always column in the developmental milestone checklist doesn't always refer to the child's current progress. The educators are also writing NYO – not yet observed on a few columns.  As they may have displayed that milestone once or shows signs of progression but not completing it sometimes/always. We have reflected and have come up with introducing 3 columns - Not demonstrated, Still Developing, Developed – we are still finalising what wording would be most understandable. We will send Bev our reflections and see if this can be edited.  The next step, we will share with our staff and see what feedback they would have on the wording.</p>		
<b>Transitions (Mel)</b>	<p>Quokka's were critically reflecting on their excursion practice and had a hard time with the newer children in learning how to hold a rope. She suggested can Koala's practice using the rope within their outdoor area prior to transitioning. Even if they walk around their outdoor area and Quokka's will do the same when they come across and identify if they need to use the pram.  Other than that everyone finds the transition to the next room okay.  Just a reminder to communicate and give children more opportunity in the transition visits. Communicate to office if you have transitioned children so we are aware of numbers.</p>		
<b>Challenges</b>	<p>N/A</p>		
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>- Feedback/Concerns/Suggestions</li> </ul>	<p>Emily passed on her gratefulness and how proud she is of everyone. How amazing it is to see all the other centres want to observe your environment and get your ideas. Emily reminded everyone that Becky and I are here to support you if you do need any support.   Centre Christmas Party Reminder 1<sup>st</sup> of December 5-7pm. All rooms will plan an activity again.</p>		

# Management commenting on Monthly Reflections

## Koalas Monthly Reflection - October 2023

Fortnightly Refl...

<p><b>LAST FORTNIGHTS REFLECTION:</b></p> <p><b>Plan Koalas Fortnightly Reflection Plan 11 - 30.09.2023</b> by Tabitha Manner 11 Sep 23</p>	<p><b>THIS MONTHS PROGRAM:</b></p> <p><b>Plan Koalas Weekly Curriculum Plan 0 2.10.2023 - 06.10.2023</b> by Tabitha Manner 22 Sep 23</p> <p><b>Plan Koalas Weekly Curriculum Plan 0 9.10.2023 - 13.10.2023</b> by Tabitha Manner 02 Oct 23</p> <p><b>Plan Koalas Weekly Curriculum Plan 1 6.10.2023 - 20.10.2023</b> by Tabitha Manner 09 Oct 23</p> <p><b>Plan Koalas Weekly curriculum plan 2 3.10.23 - 27.10.23</b> by Ruth FitzGerald 16 Oct 23</p>	<p><b>EDUCATORS WHO CONTRIBUTED TO REFLECTION:</b></p> <p>Tabitha, Taliyah, Ruth</p>	
<p><b>SUMMARY OF THE MONTH:</b></p> <p>Tabitha - This month we have really been setting our room some goals and we are achieving them well. These goals are things such as staying on top of observations, putting more effort into room set ups and general up keeping such as keeping up to date with formula charts and behind scene programming. We have been getting outside more well as going for walks which has been so much fun for everyone not only the kids which is awesome and we are heading for a goal of at least a walk once a fortnight.</p> <p>Becly Bell 17 Oct 23 Great goal setting!</p>	<p><b>WHAT WENT WELL?</b></p> <p>Taliyah - This month we have been working well on getting all the different areas in our room ready for the next staff meeting. We have been able to go on a walk this month for Mental Health Week. We have been getting outside lots this month as the weather is getting better. We have started Term 4 observations and they are going well. Self-serving has been going well in our room this month the babies are starting to get the hang of it now.</p> <p>Melvern Springs ELC 07 Nov 23 I love seeing all these opportunities you are offering the children.</p>	<p><b>WHAT NEEDS IMPROVEMENT?</b> we need to do more write-ups on the QIP, The babies are starting to self-serve regularly so we must start to add progress notes more often.</p> <p>Melvern Springs ELC 07 Nov 23 Can I help in any way to give you some more guidance/support with the QIP?</p>	
<p><b>HOW DID YOU INCLUDE FAMILY INPUT THIS WEEK?</b></p> <p>Ruth - Torin's parents bought in a beautiful handmade aboriginal flag blanket. we asked if we could use it for our display which is why we set up our indigenous area.</p> <p>Tab Ruth - Taylee's mum was discussing how she is going to go shopping for a</p>	<p><b>WHAT, IF ANY, ADDITIONAL RESOURCES ARE REQUIRED TO SUPPORT YOUR PROGRAM?</b></p> <p>Tabitha -</p>	<p><b>WHICH NEW INTERESTS EMERGED? (what can we extend)</b></p> <p>The babies are really enjoying getting outside and exploring the environment, we have planned and spontaneous experiences using nature such as watering the seedlings painting with nature etc.</p>	
<p>halloween outfits for taylee and start preparing for Halloween. We discussed that were going to make a Halloween area for all the babies to have fun dressing up and learning about halloween.</p> <p>Becly Bell 17 Oct 23 Great idea, how can you extend on the display or learning more about the flag?</p>	<p><b>PRINCIPLES:</b></p> <p><b>Secure, respectful, and reciprocal relationships.</b> We positively interact with each and every child in their learning, we are aware of children's thoughts and feelings and we support and gain knowledge of each child's interest in our day-to-day interactions and planning.</p> <p>Taliyah</p> <ul style="list-style-type: none"> <li>Secure, respectful and reciprocal relationships</li> </ul>  <p>Becly Bell 17 Oct 23 Don't forget to tag the principles.</p>	<p><b>PRACTICES:</b></p> <p><b>Learning environments.</b> We have changed a few learning areas in the room over the last month we have created a farm for our babies to explore which has led us to plan activities around the farm area. Family input about what their child is liking which gives us further knowledge to plan and create new areas for their child's interest.</p> <ul style="list-style-type: none"> <li>Learning environments</li> </ul>  <p>Becly Bell 17 Oct 23 Don't forget to tag the practices</p>	<p><b>THEORISTS:</b></p> <p><b>Erik Erikson</b> As Erik Erikson says we tune into children's interests and skill levels. In the koala room, we offer support to the children when it is needed We support them in doing things themselves. We give them their playtime and give them time. We plan activities around the children to further their interest and skill levels.</p> <ul style="list-style-type: none"> <li>Erikson (1902-1994) Psychosocial Theorist - Stage One Trust vs. Mistrust Stage Two Autonomy vs. Shame and Doubt Stage Three Initiative vs. Guilt Stage Four Industry vs. Inferiority Stage Five Identity vs. Confusion,</li> </ul> 
<p><b>NATIONAL QUALITY STANDARDS:</b></p> <p><b>Physical environment.</b> Our aim is to plan and support the children's physical environment. We plan activities around the children's interest in their physical areas.</p> <ul style="list-style-type: none"> <li>Standard 3.1 Design</li> <li>Concept 3.2.2 Resources support play-based learning</li> <li>Concept 3.2.2 Environmentally responsible</li> <li>Concept 3.2.1 Inclusive environment</li> <li>Concept 3.1.2 Upkeep</li> <li>Concept 3.1.1 Fit for purpose</li> </ul> 	<p><b>PHILOSOPHY:</b></p> <p><b>OUR ENVIRONMENTS.</b> We have been focusing on setting up our environments. We have set up a wide variety of areas for all different age ranges and stages of development, including culture sensory play and a reading area.</p> <ul style="list-style-type: none"> <li>Our Environments</li> </ul> <p>MS philosophy 2022.pdf 212 KB</p>	<p><b>DID THE TEAM ENGAGE IN ANY REFLECTIVE CONVERSATIONS?</b></p> <p>Yes, we spoke about our new room areas and how we can get more family input into our weekly curriculum.</p>	