



Professional Collaboration Educators

NQS Element 4.2.1 Professional collaboration

| | |
|-----------------|--|
| Name Educator 1 | |
| Name Educator 2 | |
| Name Educator 3 | |
| Name Educator 4 | |
| Name Educator 5 | |

E = **Embedded** I do that **ALL** the time

K = I **know** I need to do that, but I don't do it all the time

T = Please **teach** me how to do it or improve my understanding of why I need to do it.

ED1 ED2 ED3 ED4 ED5

Practices

| | ED1 | ED2 | ED3 | ED4 | ED5 |
|--|-----|-----|-----|-----|-----|
| Do you encourage other team members to share their ideas and knowledge, regardless of their experience, culture, background etc? | | | | | |
| Do you share your knowledge and skills with team members, including those based on current recognised approaches and research and information gained from professional development? | | | | | |
| Are you always professional and respectful when sharing information eg never engage in derogatory remarks about practice with team member or others? | | | | | |
| Do you know the particular strengths of team members and use them when you can? | | | | | |
| Are you open to receiving coaching/guidance about better ways of doing things or recognised best practice no matter how long you have been working in a Service or sector? | | | | | |
| Do you willingly support new team members and relief staff, including those who may not have your skills, knowledge or understanding of service practices, so they feel valued and included? | | | | | |
| Do you share tasks and responsibilities and promptly help team members who need extra assistance? | | | | | |
| Do you regularly reflect on the needs of children and families, including ensuring all children are included and supported, and share your ideas with team members? | | | | | |
| Do you follow a consistent process for documenting reflections on children's and families' needs? | | | | | |

Actions required