

Continuous improvement There is an effective self-assessment and quality improvement process in place.

Section 3. Document Meeting Practice (Room Leaders and Educators) Room leaders work with educators to document their meeting practices.

Assess your practice first.

Read the below description and evaluate it in relation to your practices.

Meeting – An example of passing on information from families, children, or the community to improve service outcomes is during policy reviews where family feedback on communication practices was considered. For instance, parents noted that direct communication through weekly emails was more effective than newsletters. This feedback prompted a change in the communication channel, enhancing parent engagement and information flow. Additionally, feedback on managing medical conditions led to more tailored support plans, ensuring children's safety and wellbeing.

To self-assess practice against the EYLF/MTOP, I regularly reflect using the framework's indicators. This involves examining outcomes and aligning activities with the principles of belonging, being, and becoming. I use reflective practices like journaling and team discussions, comparing our daily routines and curriculum activities with the EYLF's Learning Outcomes. Feedback from families, peer observations, and child-focused assessments further guide the process to ensure that our practices remain childcentred and inclusive.

A culture of reflection is pivotal to continuous improvement as it allows educators to critically analyse their practices and adapt based on observations, feedback, and research. For instance, weekly reflection sessions where educators share insights gained from activities help identify strengths and areas for growth. This fosters a learning environment where mistakes are seen as opportunities for development. Continuous reflection promotes a proactive mindset, ensuring that educators consistently strive for better outcomes for children and families.

If you are doing similar practices to the example, use the below questions to help you write your 'meeting' description so you can add it to your QIP. A MEETING QIP and Self-Assessment Tool (SAT) Please give an example of the way you've passed on information from families, children or the community that could be used to improve service outcomes or practices. Please explain how you self-assess your practice against the EYLF/MTOP. *Please discuss how a culture of reflection contributes* to continuous improvement.

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