



Assessment Policy

The National Quality Standards states that:

All learners can expect regular formal and informal reports on their progress, which include confirmation of the Developmental Learning Outcomes they have achieved. Learners can expect their achievements to form the basis for the construction of their ongoing learning program.

We will address the standards 1:1 and 1:2

regulation 76 Information about educational program to be given to parents

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

With this as our rationale, Berri Community Preschool will assess and report upon children's learning in a variety of ways.

Profile Book

Each child will have a scrap book which will be titled their 'Profile Book'. This book will contain work samples and anecdotes to record children's learning progress whilst they are at Preschool. This will include individual Learning Stories on the child.

Developmental Termly Reports

This report is based upon the DECD Numeracy and Literacy indicators and will be completed for children at the end of each term at preschool. This report will be placed in each child's Learning Journal and can be accessed by parents at any time.

An end of year DECD statement of intent will be completed for every child and given to parents and the school they are enrolling at.

Informal Child Interviews

Children will be interviewed by staff three times during their time at preschool. These interviews will be used as a tool to gather information about children's knowledge of concepts and their thinking skills. The completed interviews will be included in the children's Profile Books.

Parent Interviews

All parents will be offered an interview in term 2 to discuss their child's first term report and help set learning goals for their child with the teaching staff for the remainder of the year.

This policy has been developed in consultation with the Governing Council, staff and families of the centre and will be reviewed and evaluated regularly and modified as required to ensure continued relevance for Berri Community Preschool. This policy will be shared with all new staff and families, and available on the website and in the preschool policies folder.

Policy Issued: June 2017

Policy Review Date: June 2019



ASSESSMENT OF CHILDREN’S DEVELOPMENT AND HOW IT IS COMMUNICATED TO PARENTS

The following table outlines the ways we observe, assess and record children’s development throughout their time at Berri Community Preschool. It also outlines how the information collected is communicated to parents as a way of keeping them informed about their child’s progress.

	Assessment Processes	Communicated to Parents by...
Term 1	Profile books	Ongoing evidence of child’s learning through photos and work samples. Accessible to parents at all times.
	Interview One	Inserted into Child’s Profile book and available to parents at all times.
	Learning Stories	A minimum of one learning story per term will be placed in the Child’s Profile Book.
	Anecdotal Observations	Discussed with parents as required.
	Statement of Intent using DECD indicators	Copy placed into Child’s Profile book for parents to view.
Term 2	Profile Books	Ongoing evidence of child’s learning through photos and work samples. Accessible to parents at all times.
	Interview Two	Inserted into child’s Profile book and available to parents at all times.
	Anecdotal Observations	Discussed with parents as required.
	Learning Stories	A minimum of one learning story per term will be placed in the Child’s Profile Book.
	Interview with parents	Record of parent expectations for their child’s learning.
	Statement of Intent using DECD indicators	Copy placed into Child’s Profile book for parents to view.
Term 3	Profile Books	Ongoing evidence of child’s learning through photos and work samples. Accessible to parents at all times.
	Interview three	Inserted into Child’s Profile Book and available to parents at all times.
	Anecdotal Observations	Discussed with parents as required
	Learning Stories	A minimum of one learning story per term will be placed in the Child’s Profile Book.
	Statement of Intent using DECD indicators	Copy placed into Child’s Profile book for parents to view.
Term 4	Profile Books	Ongoing evidence of child’s learning through photos and work samples. Accessible to parents at all times.
	Anecdotal Observations	Discussed with parents as required
	Learning Stories	A minimum of one learning story per term will be placed in the Child’s Profile Book.
	Statement of Intent using DECD indicators	Provided at the end of Preschool and passed onto the child’s school
	Photo disc/ USB	Each child is given a disc/USB consisting of individual photos of themselves whilst he/she has been at Preschool.

At times other assessment techniques, tools and processes may be used as a way of finding out more information of each child’s development. These processes will be discussed with parents as necessary.