



Early Years Training Academy



Reflective

Learning

Journal

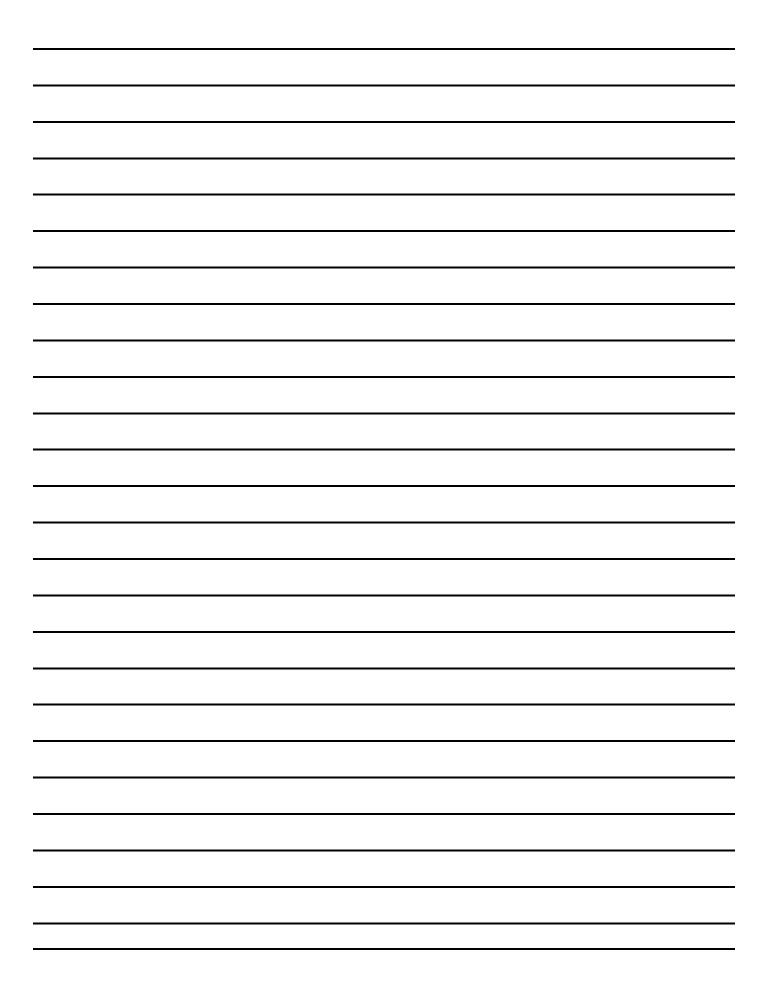
Contextual Information to Collect:

Use the checklist below to you in collecting information about the centre you are completing work experience in. This information will help you better understand the setting and room. (You may need to add pages to fit more information).

Once you have placed your introductory poster up on the door of the room you are working in you can begin to collect the following information:

- Learn the entry and departure procedures
- o Hours of centre operation and staff shifts
- o Make a note of staff members names (first names are all you need to note) and roles
- Note the general routine for the room/rooms in which you will be working.
- Make a list of first names of the children and their ages as you work with them. This can help you to remember names which is important for showing respect to children.
- Draw a map of the centre environment, including indoors and outdoors hand drawn maps on separate pages will be the easiest.
- Learn and note what the emergency procedures are and where the evacuation point is located in case of emergency.

lotes:



Time sheet

Record the dates and times that you have attended the centre for practical experience.	
Name:	
Room:	
Room Leader's name:	

	Date	Start time	Finish time	Room Leader/Director Signature
1				
2				
3				
4				
5				
6				
О				
7				
•				
8				
9				
10				

Print this table to record the times you attend the centre. This can be completed over a period full-time or part-time, to be negotiated with your centre director.

Room Leader Feedback

Room Leader name:	····		
Name of room:		 	

Duefessional annulust	Damanatat	Commant
Professional conduct	Demonstrated	Comment
	(tick if seen)	
Respect for ethos of		
the service		
Demonstrates positive		
interactions with		
children		
Ciliaren		
Engages in positive		
interactions with staff		
micraetions with stair		
Maintains appropriate		
standard of dress		
standard of dress		
In account to a larger		
Is punctual and		
reliable		
Meets children's		
needs in general room		
routines		
Works as a team		
member assisting with		
day to day tasks		
day to day tasks		
Is respectful in		
communications with		
families		
Accepts advise in a		
Accepts advice in a		
professional and		
courteous manner		

Room leader signature:	Date:	
	_	

Observation 1: Observe an educator and child interacting positively.

What to write	Your comments and reflections:
Describe the	
observation in as	
much detail as	
possible. What did	
they say to each	
other? How did they	
communicate?	
What evidence did	
you observe that	
made you believe it	
was a positive	
interaction?	
How does what you	
saw relate back to	
what you have read	
about interactions	
with children, and	
communication in	
general? How did	
you feel about this	
interaction?	
and a l	
What have you	
learned from making	
this observation?	
How will you use this	
learning in the	
future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

Observation 2: Observe an educator communicating with parents/family positively.

What to write	Your comments and reflections:
Describe the	
observation in as	
much detail as	
possible. What did	
they say to each	
other? How did they	
communicate?	
What evidence did	
you observe that	
made you believe it	
was a positive	
interaction?	
How doos what you	
How does what you saw relate back to	
what you have read	
about	
communication in	
general? How did	
you feel about this	
interaction?	
NA/1 1° 1 1	
What did you learn from this	
observation? How	
will you use this	
learning in the	
future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

Self-Reflection - Task: Think of an interaction you had with a child.

What to write	Your comments and reflections:
Describe the	
interaction in as	
much detail as	
possible. What did	
you say to each	
other? How did you	
communicate	
(include non-verbal	
communication).	
How was it a positive	
interaction? What	
evidence do you	
have that it was	
positive?	
How does the way	
that you interacted	
with the	
child/children link to	
what you know and	
have learned about	
positive interactions	
with children? How	
did you feel about	
this interaction?	
What did you learn	
from this	
experience? How	
will you use this new	
learning? Could you	
have done anything	
differently? Do you	
need to find out	
more about this	
topic? Where will	
you go to find out more?	
more:	

Manual Handling Worksheet

Jobs Involving Manual Handling

Job	List tasks in the job	Analysis of the task that involve manual handling
e.g. Setting up an obstacle course outside	Moving climbing equipment and mats into place.	Lifting bulky items that require team lifting. Lifting items from the ground that require correct lifting technique.

Observation 3: Observe a moment when an educator provides behavior guidance to a child.

What to write	Your comments and reflections:
Describe the observation in as much detail as possible. What did they say to each other? How did they communicate? What evidence did you observe that made you believe it was a positive interaction?	
How does what you saw relate back to what you have read about interactions with children, and communication in general? How did you feel about this interaction?	
What have you learned from making this observation? How will you use this learning in the future? Do you need to find out more about this topic? Where will you go to find out more?	

Observation 4: Write about a moment when you observed an educator reading a book to a child. This can be with just one or a couple of children, or it can be with a whole group.

What to write	Your comments and reflections:
Describe the	
observation in as	
much detail as	
possible. What	
strategies did you	
see the educator	
use? (Think back to	
last week's content).	
How many children	
were involved?	
How does what you	
saw relate back to	
what you have read	
about	
communication in	
general? How did	
you feel about this	
interaction?	
What did you learn	
from this	
observation? How	
will you use this	
learning in the	
future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

Self-Reflection Task 2: Write about a positive interaction you had with a child.

What to write	Your comments and reflections:
Describe the	
observation in as	
much detail as	
possible. What did	
they say to each	
other? How did they	
communicate?	
What evidence did	
you observe that	
made you believe it	
was a positive	
interaction?	
How does what you	
saw relate back to	
what you have read	
about	
communication in	
general? How did	
you feel about this	
interaction?	
What did you learn	
from this	
observation? How	
will you use this	
learning in the	
future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

$Self-Reflection-Task\ 3:\ Comment\ on\ the\ story\ reading\ you\ did\ with\ a\ child/children.$

What book did you read? Why did you choose that book? What strategies did you use to engage the child/children? How does the way that you read with the child/children link to what you know and have learned about positive interactions with children? How did you feel about the experience of reading to the	
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positive interactions with children? How did you feel about the experience of	
with children? How did you feel about the experience of	
did you feel about the experience of	
the experience of	
child/children?	
What did you learn	
from this	
experience? How	
will you use this new	
learning? Could you	
have done anything	
differently? Which	
strategies worked best? Why do you	
think that is? Did the	
children enjoy the	
experience?	

Observation 5: Observe a mealtime with the children observe how they settle in, the feeling of enjoyment during the meal and how they respond to the food they are provided with.

Describe the observation in as much detail as possible. How were the children settling in for the mealtime you observed? What were the children offered? How was it enjoyed?	
much detail as possible. How were the children settling in for the mealtime you observed? What were the children offered? How was it	
possible. How were the children settling in for the mealtime you observed? What were the children offered? How was it	
the children settling in for the mealtime you observed? What were the children offered? How was it	
in for the mealtime you observed? What were the children offered? How was it	
you observed? What were the children offered? How was it	
were the children offered? How was it	
offered? How was it	
enjoyed?	
How did you feel	
when helping	
settling children for	
mealtime? How did	
the children feel?	
Were you surprised	
by how they enjoyed	
their meals? Why or why not? Did the	
meal meet the	
guideline for healthy	
eating?	
What have you	
learned from making this observation?	
How will you use this	
learning in the future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

Self-Reflection Task 4: Write about a discussion that included questioning that you or an educator had with the children.

Describe the observation in as much detail as possible. When in discussions with children, note down questions that you asked and they	
much detail as possible. When in discussions with children, note down questions that you asked and they	
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possible. When in discussions with children, note down questions that you asked and they	
discussions with children, note down questions that you asked and they	
children, note down questions that you asked and they	
questions that you asked and they	
asked and they	
asked. Remember	
how you might see	
infants and toddlers	
asking with their	
non-verbals too.	
What closed and	
open questions did	
you/educator ask?	
Which did	
you/educator used	
the most? Which	
got the most	
learning happening?	
Why do you think	
that is?	
What did you learn	
from this	
experience? How	
will you use this	
learning in the	
future? Do you need	
to find out more	
about this topic?	
Where will you go to	
find out more?	

Self-Reflection – Task 5: Comment on ways that you used to support language learning with a child/a group of children.

What to write	Your comments and reflections:
Describe the interaction – what were you and the child/children doing? When did the interaction happen? What resources were being used?	
How did you support the child/children's language development? Which strategies did you use and how do you think were they helpful?	
What did you learn from this experience? How will you use this new learning? Could you have done anything differently? Which strategies worked best? Why do you think that is? Did the children enjoy the experience?	

Observation 6: Observe children engaged in an experience where they are communicating — individually or in a group.

What to write	Your comments and reflections:
Describe the observation in as much detail as possible. Include details of what was said or what the non-verbals were that were used by the child/children.	
What do the children's communications tell you about their development? What do their communications tell you about their interests? Which specific comments or actions communicated those ideas to you?	
What have you learned from making this observation? What experience do you think you could share with the child/ children to extend their learning/interests?	

Observation 7: Observe children engaged in play experience – individually or in a group.

What to write	Your comments and reflections:
Describe what you	
observed in as much	
detail as possible. Include details of	
actions the children	
took, what resources	
they interacted with,	
which children they	
interacted with,	
where the	
observation took	
place and how long	
you observed.	
What did you	
notice? What was	
difficult about doing this observation?	
What did you learn	
about the children?	
What does it tell you	
about what their	
future learning	
experiences might	
look like?	
What have you	
learned from making	
this observation?	
What experience do you think you could	
share with the child	
or children to extend	
on what you have	
learnt from/about	
them?	

Self-Reflection Task 6: Which developmental theories did you see in action? Explain your observation and the theory you relate to.

What to write	Your comments and reflections:
Describe the	
observation in as	
much detail as	
possible.	
Explain the theory	
you believe you saw	
happening in action.	
Which particular	
parts of the	
observation do you	
believe related to	
the theory and how	
did it help you make the connection	
between the theory and what you saw?	
and what you saw:	
What did you learn	
from this	
experience? How	
will you use this	
learning in the future? Do you need	
to find out more	
about this topic?	
I.	

Self-Reflection – Task 7: Think about the principles of the EYLF (Secure, respectful & reciprocal relationships; Partnerships; High expectations & equity; Respect for diversity; Ongoing learning & reflective practice) and describe where you helped to enact one of these principles.

What to write	Your comments and reflections:
Describe which	roar comments and renections.
principle you believe	
you were involved in	
doing. What was	
happening when you	
were involved with	
the principle?	
the principle:	
How did you support	
the enactment of	
the principle you	
have identified?	
and a let	
What did you learn	
from this	
experience? How	
will you use this new	
learning? Could you have done anything	
differently? Which	
strategies worked	
best? Why do you	
think that is? Did the	
children enjoy the	
experience?	
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	l