

Quality Enhancement Plan

This plan is developed by the centre based on their goals. The childcare coordinator supports the centre in the resourcing process.

Centre Name: St. Andrews Early Learning and Child Care

Facility Numbers: 101669

CCC:

Who developed this plan? Executive Director, Assistant Director, Staff

Date: March 2022

Goal Description	How will this be achieved? What, When, Where?	Who needs to be involved? (All staff or name of centre staff, CCC, QES)	How will you know how you are doing? Include strengths and resources you already have. (Record progress at different times)			How have you met this goal?
<p>1. <u>Staff</u></p> <ul style="list-style-type: none"> • Initiative/independence • Teamwork • Enthusiasm • Support • Communication • Professional Development • Problem Solving • Consistency • Follow Through • Accountability • Practicing Circle of Security • Centre Pride 	<ul style="list-style-type: none"> • Reflective questions (written and oral) • Asking questions for clarification • Staff meetings (interactive) • Group times at meetings and nap time etc. • Research and sharing resources • Periodic refreshers of Circle of Security • Workshops/seminars • Collaboration between rooms • Participating in advocacy events • Updating self on the most recent information pertaining to the field 	<p>All centre staff and Administration</p>	<p>Administration observing and training.</p> <p>Training and subsequent implementation of that training</p>	<p>Professional development log book</p> <p>Reflective questioning</p> <p>Check ins/ Performance Appraisals</p>	<p>Increased utilization of the ECE II's</p>	
<p>2. <u>Families</u></p> <ul style="list-style-type: none"> • Engagement • Support • Positive Communication • Positivity • Connection (both in person, by phone, and via email) 	<ul style="list-style-type: none"> • Incorporating special events • Surveys and questionnaires • Suggestion box • Sharing resources • Facebook posts • Discussing sensitive topics with positivity and tact • Happy Grams 	<p>Parents/Caregivers</p> <p>All staff, administration and children</p> <p>Board of Directors</p>	<p>Responses from questionnaires, surveys and suggestion box</p> <p>Feedback from general conversation</p>	<p>By the level of participation and feedback from families</p>		
<p>3. <u>Program Consistency</u></p> <ul style="list-style-type: none"> • Procedures and protocols • Emergent curriculum • Documentation • Observations • Communication with all rooms • Constructive use of time • Problem Solving • Follow Through 	<ul style="list-style-type: none"> • Group discussions • Professional development-workshops: in house and out • Formulating strategies (re: programming and behaviour management and consistently following through • Introducing new concepts • Continual policy reviews 	<p>All centre staff and administration</p> <p>Families</p> <p>Board of Directors (policy reviews)</p>	<p>Observations, review and discuss at staff meetings (program updates)</p>	<p>Licensing reports/visits</p>	<p>Increased utilization of the ECE II's</p> <p>Feedback from families and the community</p>	

Quality Enhancement Plan

This plan is developed by the centre based on their goals. The childcare coordinator supports the centre in the resourcing process.

Centre Name: Rivercrest Early Learning and Child Care

Facility Numbers: 101408

CCC:

Who developed this plan? Executive Director, Assistant Director, Staff

Date: March 2022

Goal Description	How will this be achieved? What, When, Where?	Who needs to be involved? (All staff or name of centre staff, CCC, QES)	How will you know how you are doing? Include strengths and resources you already have. (Record progress at different times)			How have you met this goal?
<p>4. <u>Staff</u></p> <ul style="list-style-type: none"> • Initiative/independence • Teamwork • Enthusiasm • Support • Communication • Professional Development • Consistency • Accountability • Practicing Circle of Security • Centre Pride 	<ul style="list-style-type: none"> • Reflective questions (written and oral) • Seeking clarification • Staff meetings (interactive) • Group times at meetings and nap time etc. • Research and sharing resources • Periodic refreshers of Circle of Security • Workshops/seminars • Collaboration between rooms • Participating in advocacy events. • Updating self on the most recent information pertaining to the field 	<p>All centre staff and Administration</p>	<p>Administration observing and training.</p> <p>Training and subsequent implementation of that training</p>	<p>Professional development log book</p> <p>Reflective questioning</p> <p>Check ins/ Performance Appraisals</p>	<p>Increased utilization of the ECE II's</p>	
<p>5. <u>Families</u></p> <ul style="list-style-type: none"> • Engagement • Support • Positive Communication • Connection (both in person, by phone, and via email) 	<ul style="list-style-type: none"> • Incorporating special events • Surveys and questionnaires • Suggestion box • Sharing resources • Facebook posts • Discussing sensitive topics with positivity and tact • Happy Grams/Portfolios • Sharing stories/highlights • Family Board (used consistently) 	<p>Parents/Caregivers</p> <p>All staff, administration and children</p> <p>Board of Directors</p>	<p>Responses from questionnaires, surveys and suggestion box</p> <p>Feedback from general conversation</p>	<p>By the level of participation and feedback from families</p>		
<p>6. <u>Program Consistency</u></p> <ul style="list-style-type: none"> • Knowledge of procedures and protocols • Emergent curriculum • Organization • Consistent communication with all rooms • Constructive use of time 	<ul style="list-style-type: none"> • Group discussions • Professional development-workshops: in house and out • Formulating strategies (re: programming and behaviour management and consistently following through • Introducing new concepts • Continual policy reviews • Implementation of Circle of Security 	<p>All centre staff and administration</p> <p>Families</p> <p>Board of Directors (policy reviews)</p>	<p>Observations: review and discuss at staff meetings (program updates)</p>	<p>Licensing reports/visits</p>	<p>Increased utilization of the ECE II's</p> <p>Feedback from families and the community</p>	