

Internal Evaluation – Procedure PO106

AIM

Ōtātara Children's Centre aims to work in partnership with whānau and community to provide outstanding education and care to the children of students and staff of EIT and the wider community (Ōtātara Children's Centre Mission Statement).

We are improvement focussed, always working to develop our practice, provide a better service and improve outcomes for children, whanau, staff and community.

SUPPORTING DOCUMENTATION

- Effective Internal Evaluation for Improvement
- Te Ara Poutama
- Te Whāriki
- Ngā Arohaehae Whai Hua / Self Review Guidelines for Early Childhood Education
- The centre Philosophy
- Our Priorities for Children's Learning
- Te Kaupapa Ahurea o Ōtātara: Statement of Cultural Intent
- The centre strategic and annual plans
- Policies & procedures

INTERNAL EVALUATION TRIGGERS

There are a number of factors that may trigger an internal evaluation in the centre, examples include but are not limited to: national priorities; a parent inquiry; new knowledge gained at a conference or course; a curiosity expressed by an individual teacher, a group of teachers or the team as a whole; a regulatory requirement; a recommendation from ERO; the course requirements of a student in the centre.

A query, comment, concern or interest may spark an internal evaluation at any time.

WHO WILL BE INVOLVED

A small or large group of teachers, the whole centre team or a mixture of staff and centre whānau and possibly consultants from outside the centre.

THE PROCESS

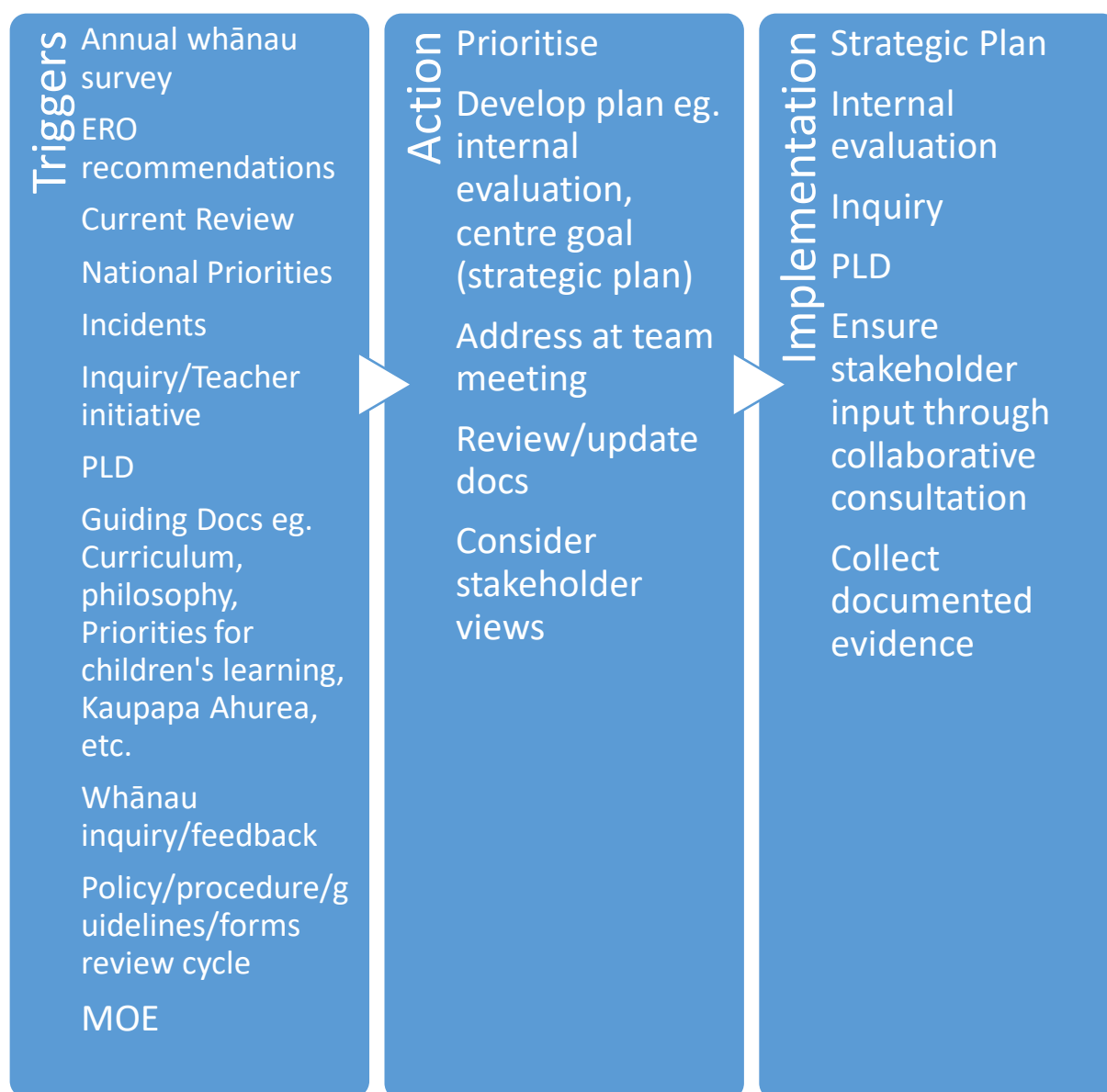
Internal evaluation at Ōtātara, is based on the ERO booklet, Effective Internal Evaluation for Improvement.

Hardcopies of this document are considered uncontrolled copies of the original.

Please refer to the electronic source (QMS) for the latest version.

FORMULATING INTERNAL EVALUATION TOPICS

- At the beginning of each year the centre team will collectively and collaboratively decide on areas for internal evaluation. Other evaluations may be initiated throughout the year. Evidence of research, thinking, discussion, changes in practice and outcomes for children, whānau, staff and community will be collected in a centre portfolio. Planned internal evaluation topics are publicised in the foyer. Whānau are invited to have input to various aspects of internal evaluations.
- The staff team will evaluate areas of centre practice as interest and need arise throughout the year



Document information – Office use only	
Document Name	Internal Evaluation
Document Number	PO106
Executive	Executive Director, Student and Academic Services
Owner	Executive Director, Student and Academic Services
Developer	Supervisor Children Centre
Review Frequency	12
Last Review	5/12/2023
Next Review	5/12/2024
Related Items	Self Assessment – Policy QA106
Version history	New format July 2020 Migrated format March 2023

Hardcopies of this document are considered uncontrolled copies of the original.

Please refer to the electronic source (QMS) for the latest version.