

UNIT OUTLINE



CHCECE023 ANALYSE INFORMATION TO INFORM LEARNING

This unit describes the skills and knowledge required to gather and analyse information about children's learning, in order to inform practice.

UNIT OBJECTIVES

On successful completion of this unit you will be able to:

1. Gather and document information about children
2. Monitor children's learning and development
3. Use evidence to inform practice
4. Share information appropriately

TRAINING AND SKILL PRACTICE

You will receive a copy of the McGraw Hill textbook "The Early Childhood Educator for Diploma" which includes in indepth look at this unit in Part 3, Chapter 10.

To support your training, you will be given a series of activities to complete which include identifying and using appropriate observation techniques, creating and using checklist for development, reviewing and reflecting observations to ensuring accurate linking the for learning framework and opportunities to extend children's learning, understanding of developmental milestones and goals, developing summative assessments, using information for observations to plan, communicating with families.

You are required to practice skills such as communication, observation, writing, planning, documenting, implementation, and reflection.

ASSESSMENT TASKS

For this unit assessment consists of a theory test, and projects which build on the skills and knowledge required to effectively observe and document children's learning inform planning. Assessment will ensure that you are able to accurately observe children and link back to the approved learning framework, to accurately complete summative assessment and to use the information to support development milestone and goals through the implementation of appropriate learning environments. You will interact and communcate appropriately with families and other staff members.

FEEDBACK

Regular feedback is encouraged, and you can provide this to your Trainer at each visit or you are welcome to forward your comments direct to our administrative team. There is also a feedback section on our website which provides another option for you.

Should you wish to make a complaint or lodge an appeal please refer to your Terms and Conditions or our website for information on the procedure for this.

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AVAILABLE SUPPORT

Your Trainer is available to you from 8:30am to 4:30pm each weekday and will provide you their contact details.

Alternately our office is available 8:30am to 4:30pm each weekday and our CEO is available 24 / 7.

Full contact details for our team are available on our website.

REFERENCE MATERIAL

You will need access to the National Quality Standards, National Quality Framework (NQF) and national approved learning framework relevant to your service.

You will need access to centre standards, policies and procedures including templates used to complete observations and summative assessments.

Other reference material to support your training and assessment is listed at the end of the relevant textbook chapter.