

Staff Evaluation of the Program at Mt. Calvary Lutheran Child Care and Preschool July 2017

In answering these questions, please consider the over-all program which we offer to children and families.

Circle the rating that best describes the statement. Rating: Consistently Usually Occasionally Never

Children’s Development and Learning

The environment and activities planned reflect the program’s philosophy and goals.	C	U	O	N
Activities and interactions reflect an appreciation and respect for cultural diversity.	C	U	O	N
Indoor and outdoor areas are clean and safe.	C	U	O	N
There is an adequate supply of age-appropriate equipment and materials for children to grow in cognitive skills.	C	U	O	N
Children have adequate physical activity appropriate to their age.	C	U	O	N
Children spiritual development is a high priority and is nurtured throughout the day.	C	U	O	N
Staff encourage children in positive social interactions with other students and staff.	C	U	O	N
Staff are supportive and available to help children with their emotions.	C	U	O	N
Staff engage and interact with children at all times of the day.	C	U	O	N
Children’s development is assessed with age-appropriate expectations.	C	U	O	N
Children have predictable routines throughout the day.	C	U	O	N
Children have smooth transitions from one class to another.	C	U	O	N
Classroom management techniques are effective.	C	U	O	N
The discipline policy is used uniformly in all classes.	C	U	O	N
Children and staff readily use the words “I’m sorry” and “I forgive you”.	C	U	O	N

Ministry to Families

Parents are welcome to visit and encouraged to become involved in classroom activities. C U O N

There are effective routines for oral and/or written day-to-day parent/teacher communications. C U O N

Conferences about children's progress are conducted at least once a year and at other times as needed. C U O N

Families are supported with materials and opportunities that are helpful to their parenting. C U O N

Families are supported and encouraged in their spiritual walk with God. C U O N

Program Administration and Management Systems

Children's and teachers' health and well-being are protected by sanitation procedures and routines. C U O N

There is a priority of hiring staff with adequate qualifications to work with children. C U O N

There is effective orientation of new staff to the program. C U O N

Staff are given opportunities and resources for development of skills related to children. C U O N

There is effective communication between the staff and administrator. C U O N

There are opportunities for classroom staff to plan and communicate with each other. C U O N

Personal needs of the staff are met during the work day (storage of personal items, time and place for lunch or breaks). C U O N

Spiritual needs of the staff are met and spiritual growth is encouraged. C U O N

Staff benefits are adequate for my role in this workplace. C U O N

Personnel policies are adhered to and addressed fairly for all staff. C U O N

Day-to-day administration is organized and predictable. C U O N

What are the strengths of this program? What do we do well?

What are the weaknesses of this program? What needs improvement or be changed?

How could this program be more supportive of its staff?

Does the program have a need that is not being met? If so, what needs?

What is something new we can provide, or a service that can be enhanced?

What can we take advantage of at this particular time?

What topics or training could the entire staff benefit from to improve the program?

Other Comments:

Name (optional)

I have been employed here ___ less than a year ___ more than a year