

PSESD Early Learning – OHS Review Classroom Exploration Pre-Checklist

Site: _____ Classroom: _____
 Teacher(s): _____ Assistant Teacher: _____
 BIA: _____ TCA: _____

Required Postings

- Emergency Board Postings are current (see Classroom Emergency Board Procedure)
- Active Supervision Plan
- Current Lesson Plan
- Daily Class Schedule
- Active Supervision-Scan and Count Posters (in classroom/near outdoor play area)
- Food Allergies (Special Diet List) prominently posted in area where food is served
- Current month's menu (be ready to post November's)
- Daily Classroom Safety Checklist (up-to-date for current week)
- Monthly Health & Safety Checklist (up-to-date for October)
- Standard of Conduct: Child Guidance and Support Policy

Education Observation and Interview Preparation

- Classroom is organized, child friendly and has developmentally appropriate materials
- Lesson Plan is followed and inclusive of individualization for identified children (if applicable)
- Active Supervision Plan Reflects classroom practices
- Class Schedule is followed (if possible) or teacher follows children's lead (if needed)
- Use supplemental curriculum materials as indicated on the lesson plan or schedule such as Second Step Activities
- Be mindful of ALL adults engagement with students including BIA's and TCA's
- If needed: Be prepared to share your professional growth and possible goals
- If needed: Articulate lesson planning processes (including how you plan for the class and for individual children especially considering children with IEP and/or IFSP's or children who present concerns)
- If needed: Articulate PD, TA and/or coaching supports

Professional Learning

- "HSELOF" online course completed
- "What to Expect in a Federal Review" course completed
- Online courses completed for *Returning Staff* including "First Five" Learning Path
- Online courses *New Staff* started and "First Five" Learning Path completed
- Review the Training and Meeting Calendar

Health & Safety

- Monthly First Aid Kit Inspection Checklist (up-to-date for October)—in First Aid Backpack
- Emergency/First Aid Backpack is readily accessible, out of children's reach
- Emergency medications and Child Health Plans for Potentially Life-Threatening Conditions are stored together, readily accessible.
- Non-emergency medications are stored separately in locked cabinet or box with corresponding Child Health Plans.
- Medications are not expired.
- Infants/Toddlers: Safe sleep practices (free of soft bedding materials, infants placed completely flat on their backs to sleep; Heads are always uncovered, bibs removed; Infants are not swaddled).

PSESD Early Learning – OHS Review Classroom Exploration Pre-Checklist

Site:
Teacher(s):
BIA:

Classroom:
Assistant Teacher:
TCA: