DEVELOPING ACTIONS GUIDE

There is a list of prepopulated *barrier* categories, *barriers* and *strategies* supplied by the Department of Education. It is best to use this sheet as a guide as this will assist when you are inputting this information into the IS Portal.

When developing *actions* consider the following:

- What can educators already do **without additional support**? Is an **increased educator to child ratio** needed? **When** is this needed?
- How will it make a difference to how educators work across the day?
- What **specific strategies** will your team use to include **all** children into the daily program?
- What will educators do to support the **participation & engagement** of **all** children in the program alongside their **peers** with an increased educator to child ratio?
- What **specific Actions** do educators need to implement to facilitate inclusion and **when** during the day?

Guiding sentence Starters...

- Our team of educators will support the participation and engagement of all children during/ in the program through...
- To ensure optimal engagement/participation of all children an increased educator ratio will...
- An increased ratio will...
- This will happen when...
- During... an increased ratio will...
- Direct support can be provided when..., whilst also attending to/supporting...

When writing your *actions*, use **action words** or **examples** of how educators will offer support to children: e.g. **'We will…'**

Role model	Respond	Provide	Guide	Encourage
Assist	Identify	Initiate	Prompt	Implement
Use	Modify	Assist	Observe	Communicate
Make	Interpret	Adjust	Follow	Lead

To check if *actions* are clear and specific to the care environment, consider the following points:

- Can educators visualise what they would be doing in the care environment?

- Can educators put *actions* into practice after reading them?

- Do educators know why they are implementing the *actions* and the *barrier*s they are addressing?

- Can service management identify what they need to do and what resources are required by educators?

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