# Inclusion Planning for FDC educator SIP

This form replicates the information required in the Inclusion Support (IS) Portal for a Strategic Inclusion Plan (SIP). Education and care services may use this form to gather and document planning information required to be inputted into the IS Portal, if they wish to have a record outside of the portal.

## FDC Scheme Name

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## FDC Educator Name Educator Carer ID Support Officer Name:

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**EDUCATOR PROFILE:**

**How do you encourage and support and encourage inclusion in your environment? How do you provide learning experiences, interactions and participation to build on children's strengths and encourage involvement?**

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| Reflect on your practice and you can also use your QIP |
| Reflect on how you have identified this in your QIP.  What do you do on a daily basis to show your commitment to the inclusion of all children?  What is your philosophy and policy in relation to inclusion?  How do you ensure your program and daily routines cater for all children?  How do you consider how your physical environment is organised to encourage participation and interaction between peers?  How do you encourage participation and interaction between peers?  How do you identify and build on children’s strengths?  What resources do you use or modifications that you have made to encourage children’s engagement?  What professional development does the scheme provide you to increase the use of inclusion practices?  What are your strengths and challenges in regards to providing inclusive environments for all children? |

**How does your FDC service engage with families in the community who do not currently access education and care services? (Explore this in terms of your FDC unit and individual educators.)**

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| Reflect on how you engage with the community and let people know about your service. What you would like to do in the future? – Again, your QIP may be useful. |
| How do you target and promote your service to families not accessing your service? EG CALD Families, Aboriginal families.  How do you promote the educational benefits for children attending your service to your local community?  How do you demonstrate to the local community that you offer an inclusive program open to all children?  What involvement do you have in the local community? How will you utilise these opportunities to promote access for all children and families?  How do you liaise with other sectors and local agencies/groups (e.g. health, migrant services and the other educational institutes in the local area) to build educator knowledge and build community links?  How do you seek feedback from the community to identify if your service is catering to the needs of the community and local families? |

This section in the SIP relates to a care environment; however services can consider the inclusion barriers, strategies and actions required in relation to the whole service. We have also included Quality Area (which isn’t in SIP) to help link this work to your QIP.

INCLUSION PROFILE:

What is the total number of children in the care environment per standard week?*\**

What is the total number of staff in the care environment per standard week (excluding additional educators)?*\**

Age of the youngest child in the care environment (Years\_\_\_\_ Months\_\_\_\_\_)

Age of the oldest child in the care environment (Years \_\_\_\_\_Months\_\_\_\_\_\_)

On average, how confident are the educators in the care environment to include children with additional needs?

Are Kindergarten or Preschool programmes offered in this care environment that receive child-based State Government funding? YES / NO

Refer to the list of prepopulated barrier categories, barriers and strategies supplied by the Department of Education. This can be used as guide to assist your FDC scheme to identify Barriers, Strategies and Actions.

**EXAMPLE:**

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| **WHOLE SERVICE :** | | | |
| **BARRIERS** | STRATEGIES | ACTIONS | PROGRESS NOTES |
| ****Barrier Category:****  EDUCATOR  Barrier:  LIMITED KNOWLEDGE - INCLUSION  If not on list provided please specify: | **Strategy:**  Build educator skills, knowledge and confidence  **Quality Area/ Standard/ Element:**  *Use this to help link your work here to your Quality Improvement Plan (QIP)* | **What is the action to address this strategy?**  *strategy description*  **How and when will you implement this action?**  *What steps will you take to action this strategy? How and why will this support inclusion?*  **What resources will be used to implement this strategy?**  *Resources could include staff, tools, time* | **What progress have educators made towards achieving the strategy and action identified?** |

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| **CARE ENVIRONMENT NAME** | |  | | |
| **BARRIERS** | STRATEGIES | | ACTIONS | PROGRESS NOTES |
| ****Barrier Category:**** | **Strategy:** | | **What is the action to address this strategy?** | **What progress have educators made towards achieving the strategy and action identified?** |
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| Barrier: | **Quality Area/ Standard/ Element:** | | **How and when will you implement this action?** |
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| If not on list provided please specify: | **What resources will be used to implement this strategy?** |
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| **CARE ENVIRONMENT NAME** | |  | | |
| **BARRIERS** | STRATEGIES | | ACTIONS | PROGRESS NOTES |
| ****Barrier Category:**** | **Strategy:** | | **What is the action to address this strategy?** | **What progress have educators made towards achieving the strategy and action identified?** |
|  |  | |  |  |
| Barrier: | **Quality Area/ Standard/ Element:** | | **How and when will you implement this action?** |
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| If not on list provided please specify: | **What resources will be used to implement this strategy?** |
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| **CARE ENVIRONMENT NAME** | |  | | |
| **BARRIERS** | STRATEGIES | | ACTIONS | PROGRESS NOTES |
| ****Barrier Category:**** | **Strategy:** | | **What is the action to address this strategy?** | **What progress have educators made towards achieving the strategy and action identified?** |
|  |  | |  |  |
| Barrier: | **Quality Area/ Standard/ Element:** | | **How and when will you implement this action?** |
|  |  | |  |
| If not on list provided please specify: | **What resources will be used to implement this strategy?** |
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| **YEARLY REVIEW** |
| Reflect on the changes to inclusive practice you have applied as a result of the implementation of this SIP? |
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| What impact has this had on your environment in supporting inclusion in your service? |
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| Future planning: What Barrier, strategies and Actions have you identified to work on in the next twelve months? (SIP links to the QIP) |
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| **IP REVIEW** |
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Note: Please copy and paste extra rows in the table above to address further barriers and strategies.

Inclusion Support Programme (ISP) is funded by the Australian Government Department of Education and Training. As part of the ISP, the Victorian Inclusion Agency is led by

Community Child Care Association, and is delivered in partnership with Yooralla and KU Children’s Services.