



Apprentice Site Visit – School Age

Site Visit Date: _____

Current Semester: _____

Please complete the following information:

Name of Apprentice: _____

Site Supervisor/Mentor: _____

Name of Work Site: _____

Address of Work Site: _____

Phone Number of Work Site: _____

Tiered Reimbursement Status: _____

Instructor Site Visit Directions:

- **Complete** during the 3rd or 4th semester.
- **Complete** the site visit form and review in person with the apprentice/student.
- **Signatures** are required by **instructor, supervisor** and **apprentice/student**.
- **File** the original, signed site visit in the **apprentice/student's portfolio**.
- **Submit** a copy of the evaluation to **instructor** and **supervisor**.
- **Place** a copy in the **apprentice/student's** file.

This site visit is designed to observe the competencies learned in the classroom and evidence of teaching practices in the apprentice/student's environment adopted by the Apprenticeship for Child Development Specialist program. Please use the following assessment (also listed at the top of each page) to observe the quality of the apprentice/student's performance in relation to the specific criteria.

If the item is not observed, please check DNO (Did Not Observe).

1=Fails to meet basic requirements
2=Meets basic requirements
3=Exceeds basic requirements
DNO=Did not observe

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 2=Meets basic requirements
 3=Exceeds basic requirements
 DNO=Did not observe

Professionalism	1	2	3	DNO
1. Interacts appropriately with children, families and colleagues				
2. Demonstrates professional demeanor in behavior, appearance, and communication				
3. Maintains confidentiality and conducts self in an ethical manner.				
Please provide examples of apprentice/student's behavior that support the above ratings:				

Health, Safety, and Nutrition	1	2	3	DNO
1. Cleans and sanitizes environment at appropriate intervals				
2. Follows proper handwashing guidelines				
3. Provides a safe environment where children are free to explore				
4. Models healthy physical activity in both indoor and outdoor environments				
5. Snacks and meals are served in a manner that models healthy eating habits				
Please provide examples of apprentice/student's behavior that support the above ratings:				

1=Fails to meet basic requirements
 2=Meets basic requirements
 3=Exceeds basic requirements
 DNO=Did not observe

Social/Emotional Development	1	2	3	DNO
1. Provides a caring environment while guiding and educating children				
2. Identifies each child's temperament and adjusts self and environment in order to establish a quality learning environment (i.e. goodness of fit)				
3. Interaction is positive with children and sensitivity is given to children according to mood and needs				
Please provide examples of apprentice/student's behavior that support the above ratings:				

Motor Development	1	2	3	DNO
1. Engages in active play with children – both indoors and out				
2. Creates an environment that supports a variety and range of motor skills				
3. Provides an environment where children can develop, improve, and master their motor skills (fine and gross)				
Please provide examples of apprentice/student's behavior that support the above ratings:				

1=Basic requirements are developing/emerging
 2=Basic requirements are met
 3=Basic requirements are exceeded
 DNO=Did not observe

Observation and Assessment	1	2	3	DNO
1. Responds to the level of support an individual youth's needs to progress developmentally				
2. Recognizes and responds to environmental factors that may place youth at risk				
3. Recognizes the importance of positive relationships with families through respectful conversations and parent involvement in their child's care				

Please provide examples of apprentice/student's behavior that support the above ratings:

Family and Community Relations	1	2	3	DNO
1. Promotes emergent literacy including speaking, listening, reading, and writing through play and interaction with children				
2. Creates an environment where children have access to a variety of developmentally appropriate objects and materials to support early and emergent literacy				
3. Promotes an environment where children are encouraged to listen and communicate with others				
4. Provides experiences that encourage children to develop drawing, pre-writing, and writing skills using a variety of tools				

Math/Pre-K	1	2	3	DNO
1. Provides opportunities for children to explore math concepts in daily activities				
2. Children have opportunities to Identify and describe measurable characteristics of objects, such as length, weight, small, big, short, tall, empty, full, heavy, and light				
3. Creates a sense of time through participation in the daily routine				
Please provide examples of apprentice/student's behavior that support the above ratings:				

Child Growth and Development	1	2	3	DNO
1. Provides a caring environment while educating youth				
2. Provides appropriate guidance to assist youth in understanding the results of their actions				
3. Respects youth's choices and supports them in the decision-making process				
4. Provides opportunities for personal growth and development including emotional awareness, character development, healthy habits, skills mastery, and independence				
Please provide examples of apprentice/student's behavior that support the above ratings:				

Site Visit Summary

Areas of Strength:

Ideas for Improvement:

Instructor Signature Date

Indicates you completed the evaluation and reviewed with apprentice/student

Apprentice/Student Signature Date

Indicates you have read and discussed this evaluation with your supervisor

Supervisor Signature Date

Indicates you completed the evaluation and reviewed with apprentice/student