



Site Supervisor Evaluation

Third Semester Evaluation

Date Evaluation Due: _____

Please complete the following information:

Apprentice: _____

Site Supervisor/Director/Mentor: _____

Name of Work Site: _____

Tiered Reimbursement Status: _____

Phone Number of Work Site: _____

Address of Work Site: _____

Date of Completion: _____

Supervisor Evaluation Directions/Requirements:

- Complete the evaluation form and review in person with the apprentice/student.
- Signatures are required by supervisor and apprentice/student.
- File the original, signed evaluation in the apprentice/student's portfolio.
- Submit a copy of the evaluation to instructor.
- Place a copy in the apprentice/student's personnel file.

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

Rating	Description
1	Fails to meet basic requirements
2	Meets basic requirements
3	Exceeds basic requirements

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

Observation and Relationships	1	2	3
1. Consistently interacts with families to secure positive relationships			
2. Observes children and uses appropriate assessment tools to measure development to provide appropriate support			
3. Communicates with families to develop goals based on assessment results			
4. 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:			

Language Arts/Pre-K	1	2	3
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			
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

Math/Pre-K	1	2	3
1. Provides opportunities for children to explore math concepts in daily routines			
2. 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 times through participation in the daily routine			
Please provide examples of apprentice/student's behavior that support the above ratings:			

Guidance/Pre-K	1	2	3
1. Provides a caring environment while educating children			
2. Provides appropriate guidance to assist children in understanding the results of their actions			
3. Respects children's choices and supports them in the decision-making process			
4.			
Please provide examples of apprentice/student's behavior that support the above ratings:			

Evaluation Summary

Areas of Strength:

Ideas for Improvement:

Apprentice/Student Signature

Date

Signature indicates you have read and discussed this evaluation with your supervisor.

Supervisor Signature

Date

Signature indicates you completed the evaluation and reviewed with apprentice.

This program is being presented with financial assistance as a grant from the West Virginia Department of Human Services and is administered by West Virginia Early Childhood Training Connections and Resources, a program of River Valley Child Development Services.

