

IPP1260 ASSESSMENT REQUIREMENTS – 2026

University Supervisors (US) will assume the role of monitoring the progress of Pre-service Teachers (PsT), determining the final outcome for the professional experience (PEX) and completing the Final Evaluation Form.

Room Leaders or the Director will assume the role of mentor and provide support, guidance and feedback throughout the professional experience.

University Supervisors and Room Leaders/Director will collaborate to ensure that input from all stakeholders is valued and considered in the decision-making process.

Pre-service teacher's [PST] will be evaluated against the 7 areas of the National Quality Standard (NQS). There must be over 60% pass rate against each Quality Area to pass each section. If any Quality Area records a fail, the placement will not have met the requirements and the unit will not be passed. This professional experience is assessed on a PASS/FAIL basis and is a designated unit. This means that if the unit was not passed you could be excluded from the degree.

Attendance Requirements: 15 sequential days, 8 hours onsite, one Centre open and one Centre closing.

During the Professional Experience, it is the Pre-service Teacher's responsibility to ensure this Attendance Record is signed regularly by centre staff and emailed to the Unit Coordinator at the conclusion of the last shift. The placement will not be passed without a valid attendance record.

ROLES IN THE ASSESSMENT PROCESS		
University Supervisors	- Review documentation - Observe practice at the early learning centre - Monitor progress throughout - Provide written and verbal feedback to PST - Complete <i>Observation and Planning Feedback Forms</i> - Liaise with Room Leaders/Director to determine the final outcome for the PEX - Complete and submit the <i>Final Evaluation Form</i> on SONIA - Remind the Pre-service Teacher to access form on SONIA.	
Room Leaders or Director	- Mentor PST - Provide support and guidance - Provide regular written and verbal feedback - Complete Room Leader Checklists - Meet regularly with PST to discuss progress against the NQS, planning, implementation and assessment criteria - Guide PST in setting goals for the child/ren	
ASSESSMENT TIMELINE		
Beginning of Week 2	Visit 1 <i>If any documents are incomplete; if files are not available or if there are any concerns about progression against the NQS etc... the PST will be deemed At Risk of Failing the PEX.</i>	US observes PST in the setting, in particular: - Relationships with children, staff and parents - Adherence to health and safety. US reviews Professional Experience file: - Contextual information - Observations and planning - Reflective Journal entries - Resource File US will observe a planned experience if possible. US will liaise with Room Leader/Director, discuss progress with PST and complete an <i>Observation and Planning Feedback Form</i> .
End of Week 3	Visit 2 Final Evaluation Form due	As above US determines the final grade for the professional experience US completes and submits the <i>Final Evaluation and Overall Results Forms</i> in SONIA