

EDU5760 Professional Experience Requirements for students in the Master of Education *Early Childhood Specialisation*

Purpose of the 45 days of supervised professional experience placement for EDU5760

The aim of the professional experience is for you to demonstrate your ability to engage in professional learning in an approved early childhood/early learning setting that extends your knowledge, understanding and professional practice in supporting the learning and development of children from birth to five years. This is linked to achievement of the EDU5760 course objectives – specifically *Objective 6: transfer knowledge gained on Professional Experience into satisfactory levels of ethical and competent professional practice*. Your professional experience may or may not be linked to your academic project for EDU5760. As stated in the course specification, even though the Professional Experience is only weighted at one mark (1%) of the total course marks, it is a hurdle assignment, meaning that you cannot pass the course unless you pass the professional experience. Therefore, the weighting of one mark should not be interpreted as an indication of the relative importance placed on the professional experience component of the course.

Placement Requirements

To complete the professional experience placement, you must be engaged for a total of 45 days in work as a group leader or teacher with groups of children under the supervision of a suitably qualified Early Childhood Teacher or Centre Director in one or more accredited childcare or early learning settings where a structured program of education and care of children aged 0 to 5 years takes place. This may be undertaken in your workplace and/or in another approved setting providing all requirements for the placement can be met. For the purposes of this placement a day is defined as working on site for six to eight hours, which may be completed as a single day or as two half-days (being on site for a block of three to four hours), depending on the arrangements negotiated with the host organisation. Any absences must be made up as a course requirement to complete the placement. A senior officer the host organisation, such as the Centre Director or Senior Teacher) will need to authorise the placement using the appropriate forms (see below), which will subsequently be submitted to the USQ Professional Experience Office for approval prior to commencement of the placement. You will need to identify a suitably qualified and experienced workplace supervisor/mentor (who may or may not be the senior officer approving the placement) who will be responsible for supervising, observing, providing feedback and confirmation that you have met all the requirements of the placement at least to a satisfactory standard. You will also be allocated a USQ Professional Experience Liaison officer to support you in the placement.

Applying for Approval of your Placement

Before you can attend any professional experience placement you must have your current Blue Card or relevant Working with Children Check clearance (see <https://www.usq.edu.au/current-students/academic/education-placements/blue-cards>) and submit a request for approval of your placement using the *Professional Experience Application Form A* which you can download from <https://www.usq.edu.au/current-students/academic/education-placements/placement-process>. Due to the changing circumstances in relation to COVID-19, you will also need to complete a student declaration (available from <https://www.usq.edu.au/current-students/academic/education-placements/placement-process>) and upload it to [InPlace](#) for your placement to be approved.

Recording and Reporting Requirements

Using the template on the following page as a guide, you are required to identify at the start of your placement, in consultation with your workplace supervisor/mentor teacher and USQ Professional Experience Liaison, three substantive professional learning goals, with associated strategies/activities, that you will work towards achieving during the 45 days. You will keep a weekly log of these activities and weekly journal reflections on your learning following these guidelines. At the end of the placement you will submit the attached report with details of your final structured reflection on your achievement of your identified professional learning goals against the Professional Experience assessment criteria listed on the following page to the study desk by the due date for assessment. Your Supervisor will also need to complete a final report in which they comment on your demonstration of relevant Australian Professional Standards for Teachers during your placement. This completed form (see <https://www.usq.edu.au/current-students/academic/education-placements/placement-requirements-and-reports>) will need to be uploaded to InPlace. All the above reporting requirements must be addressed to at least a satisfactory standard for successful completion of this placement.

1. Professional Learning Goals and Objectives/Outcomes for the Placement and Links to Professional Standards

Professional Learning Goals	Linked to Professional Standards*
1.	
2.	
3.	

*Please link to relevant professional standards and/or practice guidelines as appropriate to your placement context and goals, such as the [Australian Professional Standards for Teachers](#) the [ACECQA National Quality Standards](#) or the [Early Years Learning Framework](#)

2. Professional Learning Activities Log

Dates	Summary of targeted strategies and activities for each goal (including who, when, what, why, how)	Reflection-in-and-on-action (refer guidelines for journal reflections provided in the course Glossary for ideas and include mentor feedback and other feedback or benchmarking)

3. Summary of Professional Learning Outcomes and Overall Reflections on the Professional Experience (500 words)

4. Assessment Criteria – **Course Objective 6:** *Evidence of ability to transfer knowledge gained on Professional Experience into satisfactory levels of ethical and competent professional practice:*

- Successful completion of 45 days professional experience verified by Mentor/Supervisor
- Professional learning goals and related activities target achievement of substantive professional learning outcomes linked to relevant professional standards or practice guidelines
- Reflection demonstrates ability to achieve learning/insights through critical reflection in and on action, including some critical reflection on emerging conflicts, problems and issues and identified opportunities for improvements or changes to future practice and/or professional learning in the context of early childhood education and care.

Supervisor's Signature: _____

Date: _____

Student's Signature: _____

Date: _____