

Infant & Toddler Specialist

Skill Standards Inventory For Mentor Teacher Assessment

Inventory Description

This inventory identifies Skill Standards necessary to function effectively as an Infant and Toddler Specialist.

The six critical work function areas:

- A. Implement Health, Safety and Nutrition Practices
- B. Meet Each Child's Individual Needs
- C. Plan and Provide Curriculum Through Normal Caregiving Routines
- D. Provide Family Support
- E. Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship
- F. Participate in Professional Development

The key activity under each critical work function further identifies the usual responsibilities of an infant and toddler specialist.

**Self Assessment Tool developed for ECE Skill Standards by
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Directions

1.0 Please read each item and rate the student's current level of development based on your perception and according to the rating scale defined below. If the item does not apply, check NA (does not apply).

Always → Fully meets criteria: 20 – 17 points

The student always meets this standard. (Please note a commendation for this standard.)

Usually → Moderately meets criteria: 16 – 13 points

The student usually meets this standard with occasional, exceptions. (Please explain. Note a commendation and/or a recommendation for improvement for this standard.)

Needs Improvement → Minimally meets criteria: 12 – 0 points

The student needs to work on improving this standard. (Please give a recommendation for improvement in this standard.)

2.0 Award points for each category on the summary page, based on the 20 point grade criteria:

- Fully meets criteria ~ 20 – 17 points
- Moderately meets criteria ~ 16 – 13 points
- Minimally meets criteria ~ 12 – 0 points
- NA Does not apply 0 points

**3.0 Total of possible points and awarded points on summary page:
Adjust points as appropriate when there are items that DO NOT APPLY.**

4.0 Return original assessment report to student with an exit conference.

Name _____

Date _____

Critical Work Function A: Implement Health, Safety and Nutrition Practices

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts	16-13 pts	12-0 pts
		Always	Usually	Needs Improvement
A1	Implement, modify and document a program that meets safety standards.			
A2	Provide a safe, developmentally appropriate indoor and outdoor learning environment.			
A3	Articulate and apply health standards and care.			
A4	Promote wellness through child nutrition practices.			
A5	Maintain sanitary and safe food handling and storage practices.			
A6	Maintain and promote hygienic environment.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Critical Work Function B: Meet Each Child’s Individual Needs

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts	16-13 pts	12-0 pts
		Always	Usually	Needs Improvement
B1	Interact with each child to nurture self-esteem and optimize learning.			
B2	Provide an environment that supports the whole child’s development.			
B3	Guide children’s developing independence, self-control and social interactions.			
B4	Provide an inclusive environment that promotes respect for individual and cultural differences.			
B5	Provide on-going assessment and evaluation.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Critical Work Function C: Plan and Provide Curriculum Through Normal Caregiving Routines

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts	16-13 pts	12-0 pts
		Always	Usually	Needs Improvement
C1	Use curriculum resources and learning materials to satisfy individual and group needs and interests.			
C2	Plan curriculum.			
C3	Create, provide, document and evaluate developmentally appropriate curriculum activities.			
C4	Maintain program requirements for documentation and confidentiality.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Critical Work Function D: Provide Family Support

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts	16-13 pts	12-0 pts
		Always	Usually	Needs Improvement
D1	Build a partnership with families.			
D2	Plan, promote and implement family involvement.			
D3	Provide families with information, resources and referrals.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Critical Work Function E: Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts	16-13 pts	12-0 pts
		Always	Usually	Needs Improvement
E1	Develop and practice strategies that promote healthy attachment for the child.			
E2	Provide emotional support to parents and other caregivers to promote healthy attachment.			
E3	Provide and model supportive, culturally aware, responsive and affectionate care.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Critical Work Function F: Participate in Professional Development

Rating Scale

Key Activity	At what level is the infant and toddler specialist able to:	20-17 pts Always	16-13 pts Usually	12-0 pts Needs Improvement
F1	Maintain current knowledge of the field.			
F2	Identify and build on professional career goals.			
F3	Build community partnerships and public awareness of early learning issues.			
F4	Network with other service providers to develop a community responsive to the needs of children, families and staff.			
F5	Contribute to a professional team environment.			

Points awarded for this function: _____

Explanation:

Commendation:

Recommendation:

Name _____

Date _____

**Infant & Toddler Specialist
Summary of Points @ 60% of Grade**

Critical Work Function	Points Possible	Points Awarded
A. Implement Health, Safety and Nutrition Practices	6 x 20 = 120	
B. Meet Each Child's Individual Needs	5 x 20 = 100	
C. Plan and Provide Curriculum Through Normal Caregiving Routines	4 x 20 = 80	
D. Provide Family Support	3 x 20 = 60	
E. Foster and Nurture Attachment While Respecting the Significance of the Parent and Child Relationship	3 x 20 = 20	
F. Participate in Professional Development	5 x 20 = 100	
Attendance, participation and work ethics with children, staff (100 hrs), conferences, meetings (10 hrs) <i>Criteria: Arrives on time for all scheduled participation. Calls in advance if unable to attend scheduled time.</i>	40	
TOTAL POINTS:	520	