OBSERVATION FORM 2.3

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| **The Assessor’s Role as An Observer**  The assessor is to observe the candidate as they complete the tasks outlined in this *Observation Form.*  To fulfil the role of the candidate’s observer, the assessor must:  ***Before observing the candidate:***   * Review and discuss the tasks and requirements listed under each task in this *Observation Form.*   ***As the candidate is completing each task outlined in this form:***   * Observe the candidate as they complete/demonstrate each task and each requirement outlined in this form. * Take notes as you observe the candidate. You can use/refer to these notes when providing comments/feedback on the candidate’s performance. * As the candidate completes each task in this form, they will:   + Record how they completed this task.   + Record important details relevant to their of this task, where required.   The candidate will then submit their responses to you.   * Review the information they recorded on each task and provide your comments and feedback on the candidate’s performance in the *Assessor’s comments/feedback* section. * In the *Observed By* section of each task:   + Sign your initials as confirmation that you have observed the candidate and as confirmation that the information they recorded in this form is true and accurate.   + Provide the date and time when you observed the candidate.   **IMPORTANT: Do not sign off on the task if the information the candidate recorded is not true and factual, i.e. it contradicts what you have observed, and if there are missing details in their responses. In these instances, please let the candidate know immediately.**  ***After observing the candidate:***   * Complete and sign the *Assessor Declaration* section. The signature must be handwritten. * Return the form to the candidate. |

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| **TO THE CANDIDATE**  The following outlines workplace tasks relevant to implementing a music and movement activity.  Complete each task outlined in this *Observation Form* while being observed by your assessor. Your assessor will record important details from their observations in this form.  **TO THE ASSESSOR**  By signing in the *Observed By* sections of each task, you are testifying that you have sufficiently observed the candidate complete the task as recorded in this *Observation Form*. You are also confirming that they have completed the task in accordance with their work role and responsibilities, organisational policies and procedures, relevant legal and regulatory requirements, and industry standards. |

**Candidate Details**

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| Candidate name |  |
| Title/designation |  |
| Workplace/organisation |  |

**Observation Details**

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| Date of observation |  |
| Time of observation |  |
| Location |  |

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| **Did the candidate demonstrate the following while implementing and facilitating the learning activity?** | **YES/NO** | **Comments** |
| 1. Encourage children to use creativity to overcome challenges?   *This may be demonstrated through implementing intentional teaching strategies, such as allowing children to explore what they can do with recycled materials, encouraging and motivating, and asking questions that prompt children to reflect and talk about their artwork, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Demonstrate flexibility in responding to the interests of all children?   *This may be demonstrated through carefully observing and monitoring children’s interests, spontaneously adjusting learning opportunities once they are aware that children are becoming less engaged and interested in the activity, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Demonstrate flexibility in responding to the needs of all children?   *This may be demonstrated through observing and monitoring children’s, whether each child is able to follow and participate adequately in the activity, and adjusting the pace of the activity once they become aware that a child is having challenges, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage all children to feel a sense of value and responsibility for equipment and materials used in the activity?   *This may be demonstrated through intentional teaching strategies that are aimed at teaching children lessons on how to use and care for equipment and materials appropriately in the activity.*  🞏 Sense of value for equipment and materials  🞏 Sense of responsibility for equipment and materials | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Demonstrate role modelling to encourage children in taking care of the equipment and materials in this activity?   *This may be demonstrated by showing/demonstrating children how to use and care for the equipment and materials appropriately.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Teach children how to take care of the equipment and materials in this activity?   *This may be demonstrated through discussion children how to use and care for the equipment and materials appropriately.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Use two strategies that model creativity?   *This may be demonstrated through intentional teaching strategies such as, allowing children to explore what they can do with recycled materials, encouraging and motivating, and asking questions that prompt children to reflect and talk about their artwork, etc.*  **TO THE ASSESSOR:** List the two strategies that the candidate demonstrated to model creativity during this activity. | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Model creativity by improvising with equipment and materials?   *This may be demonstrated through showing/demonstrating improvisation of equipment and materials to children, e.g. showing children how a paper plate can be used to create a mask, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage children to pursue their own original ideas?   *This may be demonstrated through intentional teaching strategies such as, allowing children to explore what they can do with recycled materials, encouraging and motivating them to create works based off on their own ideas, and asking children what their ideas are for the activity instead of providing prescriptive instructions how the activity should be done, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage children to pursue their own interpretations?   *This may be demonstrated through intentional teaching strategies such as, allowing children to explore what they can do with recycled materials, encouraging and motivating them to express their ideas in their own way, and asking children how they want to approach the tasks at hand, and supporting the child in carrying out the approach they have selected, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage children to pursue their own expressions?   *This may be demonstrated through intentional teaching strategies such as, allowing children to explore what they can do with recycled materials, encouraging and motivating them to express their ideas in their own way, and asking them about their creative processes and showing respect for that, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage children to ask questions?   *This may be demonstrated by prompting children to ask questions, leaving some parts of the activity for the children to explore, find out, and be curious about.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Assist children to find the answers to their questions on their own?   *This may be demonstrated through prompting children to ask questions, leaving some parts of the activity for the children to explore, find out, and be curious about, e.g. instead of giving them the answers to their questions directly, responding with ‘Let’s find out.’* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Engage with children in talking about their creations, artworks, etc.?   *This may be demonstrated by asking open-ended questions or questions that prompt children to share their creations and artworks, pinpointing a specific element in children’s artwork and asking questions about it.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Ask open-ended questions?   *This may be demonstrated by asking questions that prompt children to share their ideas, insights, opinions, experiences, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Model enthusiasm for creative work with children?   *This may be demonstrated through positive verbal and nonverbal communication, smiling, showing genuine interest in the children and their creative processes etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Share enthusiasm for creative work with children?   *This may be demonstrated through, using positive words and expressions such as ‘great work’, ‘good job’, ‘awesome!’, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Show respect for children’s creative work?   *This may be demonstrated through not making fun of children when they make a mistake or when they encounter challenges in the activity, recognise and reward children’s creative work, highlighting positives, e.g. ‘I really liked what you did here…’* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Seek permission from children before stepping in to provide some assistance and help, as appropriate?   *This may be demonstrated by asking questions such as ‘May I?’, ‘Do you want me to help you with that?’, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Encourage children to respect and appreciate the creative efforts of other children?   *This may be demonstrated through discouraging making fun of someone when they make a mistake or when they encounter challenges in the activity, encourage other children to recognise and other’s efforts, highlighting positives, etc.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Allow time for children to be creative?   *This may be demonstrated through providing a reasonable time for children to explore resources, express their ideas, pacing the activities, monitoring and observing children’s progress as they go, and providing some time allowance if some are having challenges in the activity.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Make use of children’s ideas in the activity?   *This may be demonstrated through incorporating children’s ideas and suggestions into the activity if the children have a particular subject in mind that they want to paint, allow them to explore on this subject in this activity.* | YES 🞏  NO 🞏  If yes, date observed: |  |
| 1. Explored and expanded on children’s ideas in the activity?   *This may be demonstrated by asking questions that prompt children to explore, expand, and elaborate on their ideas.* | YES 🞏  NO 🞏  If yes, date observed: |  |

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| **CANDIDATE DECLARATION**  By signing this declaration, I confirm that I have completed the tasks outlined in this *Observation Form* according to the descriptions I have provided above.  I further confirm that the information above is true and accurate. | |
| Candidate name: | Candidate’s Signature |
| Date signed: |

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| **ASSESSOR DECLARATION**  By signing this declaration, I confirm that I have sufficiently observed the candidate, whose name appears above, complete the tasks outlined in this *Observation Form* according to the descriptions they have provided above.  I further confirm that the information above is true and accurate. | |
| Assessor’s name: | Assessor’s signature |
| Date signed: |