

Reading Assignment

Daily Team Planning



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- **Share observations and anecdotes.** Find a time each day to exchange information you gathered about each child with your other team member(s). You will have notes for children in your group as well as notes for children in your coteacher's group(s). You may find that you observe similar things about children or that each of you has seen different skills emerge at different times of the day.
- **Make plans based on children's interests and their development.** Exchanging information with your teaching team can help you create a daily plan that matches children's interests and development.
- **Discuss challenge(s).** Different challenges may arise as children grow and develop. During your team planning time, you can share observations and create an action plan to support the children in your classroom. For example, you may notice

a variation in sleep patterns among your toddlers that make it challenging to get children outside each day. Discussing this situation and making a plan with your teaching partner can help you quickly find a solution you can both contribute to and support.

- **Plan changes to the classroom.** It is helpful and necessary to discuss as a team any major changes to your classroom, such as a change in the daily routine or a modification to the learning environment (e.g., moving furniture). Clarify who is responsible for what, and how you will prepare the children for the change.

Snyder, C. M. (2016a). Following children's interests. In J. Tangorra (Ed.), *Lesson plans for a strong start: The first 30 days for toddlers* (pp. 258–259). Ypsilanti, MI: HighScope Press.

Snyder, C. M. (2016b). Following children's interests. In J. Tangorra, & M. Weiner (Eds.), *Lesson plans for a strong start: The first 30 days for toddlers* (p. 301). Ypsilanti, MI: HighScope Press.