



# Self-Assessment Tool

Name: \_\_\_\_\_

Registration #: \_\_\_\_\_

Date: \_\_\_\_\_

## Part 1: Reflection Questions

### Instructions

Answer all of the statements and questions below.

#### 1. Reflect on your practice and think broadly about what impacts your work.

Think about your:

- role
- responsibilities
- daily practice
- new experiences
- ongoing concerns or questions

Consider:

- new opportunities
- challenges
- changes in the sector or in your work setting
- leadership development

Brainstorm and make a list of things that impact your work.

#### 2. Think about the role of others in your professional practice. How do you seek, offer and consider feedback from others? What have you learned from others? What do others learn from you?



3. Based on your professional practice and notes above, what additional knowledge, skills or resources do you need to support your strengths, areas for growth, leadership development or professional learning interests?

## Part 2: Reviewing the *Code of Ethics and Standards of Practice*

### Instructions

1. Before you begin Part 2, read the *Code of Ethics and Standards of Practice*.
2. Indicate, by ticking the corresponding boxes below, that you have read both the Code of Ethics and each of the Standards of Practice.
3. Respond to the statement that accompanies each standard and reference the standards. When responding, consider your reflections from Part 1.

#### Code of Ethics

- ☐ I have read the Code of Ethics on page 7 of the *Code of Ethics and Standards of Practice*.



## Standard I: Caring and Responsive Relationships

☐ I have read Standard I: A – C on pages 8-9 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard I. Reference the specific standards (e.g. Standard I: C.4).

## Standard II: Curriculum and Pedagogy

☐ I have read Standard II: A – C on pages 10-11 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard II. Reference the specific standards (e.g. Standard II: B.3).



## Standard III: Safety, Health and Well-Being in the Learning Environment

☐ I have read Standard III: A – C on pages 12-13 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard III. Reference the specific standards (e.g. Standard III: C.8).

## Standard IV: Professionalism and Leadership

☐ I have read Standard IV: A – C on pages 14-15 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard IV. Reference the specific standards (e.g. Standard IV: C.7).



## Standard V: Professional Boundaries, Dual Relationships and Conflicts of Interest

☐ I have read Standard V: A – C on pages 16-18 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard V. Reference the specific standards (e.g. Standard V: C.6).

## Standard VI: Confidentiality, Release of Information and Duty to Report

☐ I have read Standard VI: A – C on pages 19-20 of the *Code of Ethics and Standards of Practice*.

Identify your strengths and any areas for growth, leadership development or professional learning interests from Standard VI. Reference the specific standards (e.g. Standard VI: C.2).



Part 3: Professional Learning Goals

Instructions

- 1. Begin Part 3 by reviewing your responses in Part 1 and 2.
- 2. Complete the chart below by identifying three priorities for your professional learning over the next two years.
- 3. For each priority, indicate the related standard(s).
- 4. Next, develop a professional learning goal for each priority and ensure that the goal is related to the standards identified for that priority. You will work toward these **three** goals during this two-year portfolio cycle. Consider creating goals that are:
  - ✓ **S**pecific
  - ✓ **M**easurable
  - ✓ **A**ction-oriented
  - ✓ **R**ealistic
  - ✓ **T**imely

Professional Learning Priorities	Related Standard(s)	Professional Learning Goals
1.		



Professional Learning Priorities	Related Standard(s)	Professional Learning Goals
2.		
3.		



# Professional Learning Plan

Name: \_\_\_\_\_

Registration #: \_\_\_\_\_

Date: \_\_\_\_\_

## Instructions

1. Review your Self-Assessment Tool.
2. Reflect on the **three** professional learning goals you have identified.
3. Research and brainstorm learning activities that support you in realizing your goals.
4. Complete the Professional Learning Plan below.

Professional Learning Goals	Professional Learning Activities	Timelines
Transfer over the three goals from your Self-Assessment Tool.	List professional learning activities that will support you in realizing each goal.	Indicate the timelines for engaging in your professional learning activities and when you plan to reach your goals.
1.		





# Professional Learning Plan

Registration #: \_\_\_\_\_

Professional Learning Goals	Professional Learning Activities	Timelines
2.		



# Professional Learning Plan

Registration #: \_\_\_\_\_

Professional Learning Goals	Professional Learning Activities	Timelines
3.		



# Record of Professional Learning

Name: \_\_\_\_\_

Registration #: \_\_\_\_\_

Date: \_\_\_\_\_

## Instructions

- 1. Review your Professional Learning Plan.
- 2. As you engage in professional learning activities, complete the Record of Professional Learning chart below and attach evidence or documentation of participation in planned learning activities.

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation*	Application of Professional Learning in My Practice
Transfer over the three goals from your Professional Learning Plan.	Provide brief descriptions of the professional learning activities including the date and professional learning provider, if applicable.	List the evidence or documentation that shows you have participated in your planned activities and keep this with your record.	Provide brief descriptions of how you have integrated, or will integrate, your learning into your professional practice.
1.			

*\* You may choose to keep your documentation in any format (e.g. paper, electronic, audio/video/voice recordings). Please ensure you indicate the form of your documentation and be prepared to share, or provide access to your documentation if requested by the College.*



# Record of Professional Learning

Registration #: \_\_\_\_\_

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation	Application of Professional Learning in My Practice
1. (Cont'd)			
Reflect on your learning. Describe the successes, challenges or unexpected outcomes related to meeting or not meeting your goals.			



# Record of Professional Learning

Registration #: \_\_\_\_\_

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation	Application of Professional Learning in My Practice
2.			



# Record of Professional Learning

Registration #: \_\_\_\_\_

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation	Application of Professional Learning in My Practice
2. (Cont'd)			
Reflect on your learning. Describe the successes, challenges or unexpected outcomes related to meeting or not meeting your goals.			



# Record of Professional Learning

Registration #: \_\_\_\_\_

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation	Application of Professional Learning in My Practice
3.			



# Record of Professional Learning

Registration #: \_\_\_\_\_

Professional Learning Goals	Description of the Professional Learning Activities	Documentation of Participation	Application of Professional Learning in My Practice
3. (Cont'd)			
Reflect on your learning. Describe the successes, challenges or unexpected outcomes related to meeting or not meeting your goals.			