

CPL Portfolio Process Snapshots



You can use this resource as inspiration when you're developing your professional learning goal and planning for your learning activities and experiences. It also provides examples of forms of documentation for a particular learning activity.

Each diagram below shows an example of a topic of interest along with samples of a goal, an activity or experience, and form of documentation related to the topic.

Topic of interest: Family engagement			
Sample	Goal	Learning Activity and Experience	Form of Documentation
1	Support placement students with family engagement and communication.	Use the Pause and Reflect on Communication with Families as an activity with my placement student at one of our check-ins.	Notes from my check-ins with placement student and their feedback about supporting them with family engagement and communication.
2	Increase knowledge of family engagement using an equity, diversity and inclusion approach.	Start a community of practice with colleagues and review the College's Practice Guideline on Diversity and Culture and one of its scenarios called Respect for Indigenous culture.	Schedule of meetings and notes from group reflections.
3	Update my workplace policies to have a greater focus on engagement and communication with families using technology.	Conduct a survey with families on communication and technological preferences.	Saved feedback from families and shared a summary of it in one of our newsletters.

CPL Portfolio Process Snapshots



Topic of interest: Inclusion of children with disabilities

Sample	Goal	Learning Activity and Experience	Form of Documentation
1	Increase knowledge on the social and medical models of disability.	Review the College’s <i>Practice Guideline on Inclusion of Children with Disabilities</i> .	Notes and reflections from reviewing resources.
2	Deepen my understanding on how disability is perceived through various cultures and societies.	Review workplace policies related to inclusion using reflection questions from the College’s <i>Reflection Guide on Beliefs and Biases</i> .	Notes and recommended changes from my policy review with staff. Draft revisions made to workplace policies.
3	Support colleagues with full participation of children with disabilities in my practice.	Mentor one of my colleagues who is new to the profession and interested in exchanging knowledge and experiences in this area.	Saved notes from our check-ins.