# Site Visit

Conducting the Observation ECE 110-Seminar



Attribute to J. Longley, Ed.D., Assistant Professor, Teacher Education Department, Borough of Manhattan Community College – CUNY

# Purpose of Site Visit

- Experience the age group you want to work with
- See children in group setting
- Observe
  - Staff
  - Children
  - Curriculum







## Preparing for your Site Visit

#### • Bring:

- Site Visit Letter
- Site Visit Observation Form
- Child Observation Form for ECE 110-Lecture
- Extra paper
- Pencils, pens, etc.
- Confirm your appointment



### Observation Protocol



- Arrive on-time
- Explain why you are there
- The director may want to speak with you be prepared!
- What clothes should you wear? How should you dress?

### In the Classroom



- Greet the staff
- You are there to observe:
  - If the staff indicate they have time to talk later, then talk with them
  - Only interact with the children if they approach you
  - Take notes & drawings, no photos or videos

### What to Look For:

- Background info
  - Where?
  - When?
  - Who?
    - Adults
      - Staff
      - Families
    - Children
- Description
  - Environment
    - Room set-up
    - Storage



- Where does:
  - Eating happen?
  - Sleeping happen?
  - Diapering/ toileting happen?
  - Play & learning happen?
- Play & Learning
- Routines
- Interactions
  - Children with staff
  - Children with children
  - Adults with adults