



Forbairt Cáilíocht
Luathbhlianta Náisiúnta
National Early Years
Quality Development

Steps to Quality Development

A step-by-step guide to what to expect if your service is allocated the support of a Better Start Early Years Specialist

First Steps

- Introductory phone call from your Early Years Specialist
- Letter of Engagement is sent out, along with Information leaflets for Providers and Parents
- First Visit Appointment made

First Visit

- Discuss Quality priorities with manager
- Talk through the Quality Development Agreement
- Consent Forms provided
- Exchange Child Safeguarding policies
- Quality Liaison Person discussed and identified
- Timing and frequency of visits discussed (at least every 2 weeks for 6 months)

Next steps?

The Early Years Specialist will:

- Observe practice using self-evaluation tools of *Aistear Síolta Practice Guide* and video observation
- Provide Feedback on observations
- Discuss, identify, and agree quality development goals
- Document goals and actions
- Share goals and actions with Quality Liaison Person, management and staff
- Revisit, review and develop goals and actions with relevant staff and management on regular visits and at team meetings
- Share a Final Report detailing the quality development goals with the service
- Make recommendations for sustaining and continuing the quality development work