



ASSESSMENT PLANNING MATRIX

Activity overview: In this activity, you will practice using an assessment matrix to plan how you will collect data.

Directions: Crystal and her teaching assistant, Ellen, plan to assess several learning areas during the week.

For all children: Look at the section of the matrix below for planning **small group**. Refer to the HSCDELf handout on the next page and select two learning areas to assess for all the children (**what**). Identify a data collection method (**how**), the staff members responsible (**who**), and specific days or timelines (**when**), for conducting the assessments.

For individual children: Three children in Crystal's classroom have individual learning goals.

- Yannick, a dual language learner, is learning to use English to request materials (Expressive English Language Skills).
- Diego has difficulty in following directions (Social & Emotional Development).
- Mark needs help in staying focused and completing a project (Approaches to Learning).



Add an assessment task for each of these three children that will help the teaching team determine how well the children are progressing. Be sure to include **what, how, who, and when**.

NOTE: See the *Tools for Teachers: Example: Weekly Assessment Planning Matrix* for a completed matrix. A blank form is also included for use in your classroom.

What, How, Who, and When				
Activity or routine:	All children:	Individual children:		
		Yannick	Diego	Mark
Small group	What: How: Who: When: What: How: Who: When:			



HEAD START CHILD DEVELOPMENT AND EARLY LEARNING FRAMEWORK (HSCDELF)

