

Infant and Toddler Montessori Guide and Classroom Assessment

Intern's Name:

Internship site:

Latest date on Internship Site Certificate:

Date:

Time In:

Time Out:

Needs to Improve	Acceptable	Good	Excellent
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The Prepared Environment

Environment is beautiful, homelike, and free of distractions				
Environment is neat, orderly, well prepared and clean				
Environment is arranged to meet the physical/motor needs of the child				
Environment is arranged to meet the social needs of the child				
Environment is arranged to meet the cognitive/language needs of the child				
Environment is arranged to meet the spiritual needs of the child				
Environment presents a "natural flow"				
Atmosphere is warm, inviting, and caring -meeting child's emotional needs				
Essential Montessori equipment and work is available and used				
Materials are organized sequentially -simple to more difficult				
Materials are inviting, complete, and in good condition				
Materials are accessible to children				
Area for individual and group work is adequate (table space/floor space)				
Teacher materials and environment needs-organized neatly, discreetly				
Technology is used appropriately				
Outdoor environment provides for large/small muscle development				
Outdoor environment is an extension of the classroom				
Outdoor environment is age appropriate, safe and attractive				

Additional Comments/Notes:

The Adult Guide

Models and reinforces grace and courtesy for the other adults and children				
Developing a caring, nurturing, supportive demeanor and response				
Has good rapport with the children				
Demonstrates spontaneous, appropriate involvement with the children				
Shows awareness of and respect/sensitivity for the individuality of each child				
Environment is child-directed rather than teacher-controlled				
Encourages problem solving and discovery learning				
Provides clear instructions/directions, following through consistently				
Demonstrates self confidence				
Receives constructive criticism and implements plan to improve				
Practices flexibility when confronting environmental/routine changes				
Uses correct grammar and spelling				
Communicates clearly and descriptively, with children, adults, and parents				
Engages in observation of the children-individually and as a group				
Dresses appropriately for activities				
Is making personal time to observe, journal, and refresh				
Practices peaceful conflict resolution				

Additional Comments/Notes:

Needs to Improve	Acceptable	Good	Excellent
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The Child

Children choose work independently				
Children are engaged with lessons, materials; allowed to "be"				
Children practice grace and courtesy				
Children are growing towards self-disciplined and confident				
Children participate in care of environment				
Children follow routine with ease				
Children are at ease with adults/visitors				
Children have access to their personal items- clothing, diapers, shoes, etc.				
Children interact and socialize appropriately				
Children appear to understand and follow expectations				
Children appear happy and content				
Children practice peaceful conflict resolution				

Additional Comments/Notes:

Classroom Management

Is vigilant in expecting and reinforcing grace and courtesy				
Consistently reinforces "environment guidelines"				
Guide observes for when to intervene and when to step back				
Conducts effective small group activities (planned or spontaneous)				
Transitions are smooth				
Freedom with responsibility, within limits, is evident				
Positive discipline is being practiced in the environment				
Intern works in all areas of the classroom				
Environment has a feeling of peace and harmony, excitement and creativity				
Intern facilitates use of Peace Area				

Additional Comments/Notes:

Curriculum

Demonstrates understanding of Montessori philosophy and methodology				
Shows love and understanding of Montessori materials				
Demonstrates knowledge of materials, purpose of materials and presents with descriptive language, careful movements and body language				
Intern presents lessons slowly and clearly, with appropriate sequence, including "clean up" procedures				
Curriculum areas are visually, clearly defined (Toddler)				
Materials and activities are inviting and developmentally appropriate				
Creativity and individuality are encouraged				
Plans and conducts appropriate individual, small and large group activities				
Involvement in all curriculum areas- eating, diapering, sleeping, etc.				
Prepares appropriate teacher made materials to enrich curriculum				
Materials, routine, interactions and activities that promote Montessori's vision of Peace				
Curriculum is enriched by appropriate implementation of cultural, history, geography, art, science, nature materials and studies				

Additional Comments/Notes:

Never	Rarely	Sometimes	Consistent
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Planning, Observation & Assessment, Record Keeping

Plans for individual instruction "follows the child"				
Matches child's ability to appropriate materials, varying when necessary				
After presenting lessons, guide observes and allows child to manipulate and interact with materials				
Intern spends time in observation				
Intern shows visual and emotional awareness of whole environment				
Long range and daily, group, and individual planning is current				
Individual record keeping is complete and up-to-date				
Assistant Guides are involved in record keeping				
Effective parent communication is visible and encouraged				

Additional Comments/Notes:

Professional Development

Exhibits promptness and regular attendance				
Prepares for and conducts parent conferences				
Attends group staff meetings				
Works in harmony and communicates well with team members				
Promotes community within the school				
Demonstrates good rapport with school administration				
Demonstrates good rapport and communication with parents				
Demonstrates good rapport with training center administration				
Demonstrates good rapport with Program Directors and Instructors				
Is making progress in completing course assignments				
Shows genuine love of learning and experiencing personal growth				
Awareness of personal strengths, interests and using them in environment				
Self Nurturing, able to recognize when to withdraw and restore self				

Additional Comments/Notes:

Description of Practical Routines Observed:

Greeting a child/parent.

Preparation for and involvement in diapering process.

Preparation for and involvement in eating process.

Preparation for and involvement in sleeping process.

Preparation for and involvement in transition times.

Description of Intern's implementation of:

An Individual Lesson

A small group lesson

A large group activity (Line Time)

Intern's Strengths:

Areas that need improvements

Comments/Recommendations

Signature of Supervising Director (Lead Teacher) _____

Date: _____

Signature of Intern _____

Date: _____

Signature of Field Supervisor _____

Date: _____

Signature of Program Director _____

Date: _____