

# **BPA Children's Services**



## EMPLOYMENT OPPORTUNITIES QUESTIONNAIRE FOR CO-EDUCATOR

NAME: \_\_\_\_\_

Please return to BPA as soon as possible

**PHILOSOPHY**

Can you explain your personal philosophy in regards to Early Childhood?

**WORK EXPERIENCE**

Why you have applied for this position?

What particular skills/qualities would you bring to the position?

**PROGRAMMING**

Provide an example of how you use the planning cycle in developing the program

What do you think is the role of the Kindergarten Teacher?

<p>What do you understand the role of the Co-Educator to be in contributing to the documentation of the program?</p>	
<p>The Principles &amp; Practices of the EYLF underpin our work with children and support our pedagogy. Please choose 2 or 3 of these and discuss how you use them in your daily work.</p>	
<p>Page 13 of the EYLF states that ‘Critical Reflection involves closely examining all aspects of events and experiences from different perspectives.’ Give an example of how critical reflection has led to a change in your practice.</p>	
<p><b>WORKING WITH CHILDREN</b></p>	
<p>How do you see the role of the Co-Educator when working with the children? (Separate to documentation).</p>	
<p>What procedures would you follow if a child hit their head while in your care?</p>	
<p>Can you explain how you would respond to a child who is upset and is responding by throwing equipment around the room?</p>	

<p>How would you make sure that the environment ensured the health, safety and wellbeing of the children?</p>	
<p>What are the key elements of excellent supervision of children?</p>	
<p>How will you build meaningful relationships and interactions with children?</p>	
<p>How would you ensure that children under your care were adequately supervised?</p>	
<p>Explain your understanding of the Victorian Child Safe Standards? How do these Standards impact on you when you are working in a Children's Service?</p>	
<p>Have you completed "Mandatory Reporting" training?</p>	

<p>What do you know about the criminal offence of “<i>Failure to Protect</i>” and how does it apply to your work with children?</p>	
<p>Have you ever made a report to Child Protection?</p> <p>a. What factors would lead you to determine that you need to make a report to Child Protection? Please describe.</p> <p>and</p> <p>b. Describe the procedures you would follow when making a report?</p>	
<b>WORKING WITH OTHER STAFF</b>	
<p>How would you resolve differences between yourself and another staff member? Please provide an example of when you have had to deal with conflict and how you resolved it.</p>	
<p>If a team member gave you a direction you did not wish to carry out, how would you deal with that situation?</p>	
<p>If you found collaboration with another staff members was difficult, what strategies would you use to improve it?</p>	

**PARENTS AND BPA**

If a parent asks you about a child's welfare or development, what would you do?

How do you build meaningful partnerships with parents/carers?

What do you think is the role of BPA as an Early Years Manager?

**GENERAL**

Have you ever been charged with a criminal offence?  
If so, please provide details.

You are obliged to disclose any formal disciplinary actions taken against you by any current or former employer.

Would you be willing to do a volunteer day at the centre?

<p>It is a BPA expectation that staff attend monthly staff meetings and professional development which may be outside of normal working hours, do you have any objections to this?</p>	