Leaders in Early Childhood Education

Flow Chart Procedure of Developing an Emotional Support Plan

(Please refer to the Interactions with Children Policy attachment 1 for a more detailed procedure)

STEP 1 - Observe

Identify, based on observations whether a Emotional Support Plan needs to be developed.

STEP 2 - Discuss

Invite parents / guardians to a meeting to discuss the child's behaviour / needs and to develop Emotional Support Plan.

STEP 3 – Consult (If appropriate)

Consult with other support agencies or service providers who are already working with the child and family for input into the Emotional Support Plan. Please ensure parent permission is granted.

STEP 4 - Develop

Develop The Emotional Support Plan in consultation with the child's parents/ guardian.

STEP 5 – Monitor and review

Monitor and Review Emotional Support Plan – Include parents in this process.

STEP 6 – Further Support

If after the review it is deemed more support is required please seek assistance from

- ECKA
- ECKA Early Education Advisors.
- Preschool Field officer (PSFO)
- Referral to ECIS or other support agencies.

STEP 7 - Monitor and review

Monitor and Review Emotional Support Plan – Include parents in this process.