

Exercise: The Who, When, & How of Using the ASYD Quality Standards Assessment Tool

Instructions: Use the following questions as a guide to begin to think about how you will implement the ASYD Quality Standards Assessment Tool in your program. Discuss each question with your program team.

1. Who will you invite to participate in your observations?

- Program administrators?
- Program site directors?
- Program staff?
- Families?
- Youth?
- Outside consultants/coaches?
- Community partners?
- Others?

2. When will you observe?

- Observe a typical day and regular staff
- What time of year?
- What time of day?

3. How often will you observe?

- How frequently (Once a month, twice a year, etc.)?
- For how long (How many hours per day)?
- How many days per observation "snapshot"?



4. How will you prepare staff and children for the observation?

- How will you prepare staff for the observation?
- Will you share the tool with them ahead of time?
- Will you train them and include them on the observation team?
- How will you prepare youth prior to their visit from the “observers”? What will you say so they are more likely to behave in a typical manner?
- How do your goals for using the assessment tool affect how you communicate with staff and children?

