

SAMPLE Service Action Plan

** This table is based on the NQF Quality Improvement Plan template

Animal Fun Practice	NQS Element for improvement	EYLF / MTOP	What outcome do we want?	Priority (L/M/H)	How will we get to this outcome?	By when ?	Progress notes
Module 8 Hand skills	Element 2.2.2	Outcome 3	To develop functional use of scissors, pencils and keyboards.	M	Read <i>The Three Billy Goats Gruff</i> and use as springboard for Animal Fun activities to develop fine motor skills. After story offer activities like <i>Billy Goat Hills</i> (Animal Fun card 86). Extend further by introducing <i>Bed Bugs</i> and <i>Empty Alligator</i> (cards 79 and 80)	May	
Module 9 Social and emotional development	Standards 1.1, 5. 1, 5.2, 2.3.2	Outcomes 1, 3 and 4	For children to recognise and label their feelings and to identify situations associated with various feelings. Develop breathing and relaxation techniques to manage feelings.	H	Planned activities to include creating feeling faces, reading stories about emotions. Play <i>Feeling Statues</i> and <i>Friendly Tree</i> , create a feelings thermometer with the children for them to use. Using Animal Fun relaxation activities such as <i>Slow Breathing</i> and <i>Muscle Relaxation</i> practice techniques daily.	August	