

IFLE Pilot Flowchart



This flowchart is an overview however there need as to be an element of flexibility built into this depending on the setting.

Step 1: Mentors Contact Nursery Managers To Make Initial Contact *(email or*

Mentors will contact the setting to confirm dates and next steps with nursery manager.

Step 2: Discuss Readiness and IFLE Framework *(virtual)*

Mentors will meet with the manager to discuss readiness for IFLE Award. Confirm expectations and next steps.

Step 3: Whole Staff Initial Learning Session *(twilight—in person)*

Mentors deliver PowerPoint, share Framework, Action Plan and facilitate whole team discussion.

Step 4: Mentor Meeting *(virtual)*

Mentors meet to discuss programme delivery (if applicable).

Step 5: Setting To Identify Next Steps *(to be completed and sent to mentors)*

Settings to select indicators to work towards. manager/childminder to identify appropriate training. Setting to complete Action Plan and email to mentor. Mentors to contact setting if the above has not been received by agreed date.

Step 6: Observations and Learning Discussions *(in person)*

Mentors will observe ELC Setting and use IFLE Framework criteria to facilitate a discussion with manager/childminder (up to whole day).

Step 7: Observations Write Up *(virtual)*

Mentors to write up observation and finalise feedback.

Step 8: Mentor Feedback To Setting *(virtual)*

Mentors deliver feedback to nursery manager.

Step 9: Mid-Way Point *(in person)*

Mentors will check in with settings to discuss progress and identify next steps. (up to half day)

Step 10: Mentor Meeting *(virtual)*

Mentors meet to discuss programme delivery (if applicable).

Step 11: Mentors Final Check In With Nursery Manager *(in person)*

Mentors will check in with settings to discuss progress and identify next steps in preparation for accreditation. (up to half day)

Step 12: Accreditation *(in person)*

Accreditors will visit the setting to observe practice, look at and discuss evidence folder/Big Book and view the setting's presentation on their

Step 13: Mentor Meeting *(virtual)*

Teams will come together to plan celebration event/feedback/next steps.

Step 14: Celebration Event *(in person)*

Accreditors, mentors and IFLE leads meet to celebrate achievement of award.