

## **Instructions For Environment Rating Scale (ERS) Summary of Findings (CD 4002)**

Complete the Environment Rating Scale (ERS) Summary of Findings (CD 4002) form, one for each contract type and/or Family Child Care Home Education Network (FCCHEN) by age group. Contractors serving children in family child care homes should complete the ERS Summary of Findings for the FCCHEN. The ERS Summary of Findings is used to complete the Program Self-Evaluation Annual Report.

### **Top Section of CD 4002 Form**

- Complete the Contractor Name. Identify the Contract Type, and/or FCCHEN, and Age Group. The contract type may be California State Preschool Program (CSPP), California Center-based (CCTR), California Severely Handicapped (CHAN), Family Child Care Homes (CFCC), or California Migrant (CMIG).
- Record the Planning Date. This is the date the first four sections of the form are completed. Identify the Lead Planner's Name and Position. This is the person completing the CD 4002 form.
- Record the Follow-up Date(s). These dates indicate when the Action Steps have been reviewed. The Follow-up Date(s) will also indicate when reflections are recorded (see Follow-up and Reflection below).

### **Subscale Average**

- Average all ERS subscale scores for all of the classrooms by age group, and/or FCCHEN. A sample form to help compile ERS Subscale scores is available on the Desired Results Web site at <https://www.desiredresults.us>.
- If the contract has multiple sites, first average subscale scores by site and then at the program level. An FCCHEN will average subscale scores for family child care homes in the network.
- Although each classroom or family child care home is to complete the entire ERS Summary of Findings need only address the following subscales, as applicable:

#### **Infants/Toddler Environment Rating Scale**

- Interactions
- Activities
- Space & Furnishings
- Listening & Talking

#### **Early Childhood Environment Rating Scale**

- Interactions
- Activities
- Space & Furnishings
- Language & Reasoning

#### **School-Age Care Environment Rating Scale**

- Interactions
- Activities
- Space & Furnishings

#### **Family Child Care Environment Rating Scale**

- Interactions
- Activities
- Space & Furnishings
- Listening & Talking

- List Subscale names and scores for averages below “5.0,” i.e. Activities (subscale), average score of “4.5.”
- For those contractors with only Subscale averages of “5.0” or higher, list the two lowest scoring Subscales, i.e. Interactions (subscale), average score of “6.0,” Language-Reasoning (subscale), average score of “6.5.”

#### **Key Findings from the Environment Rating Subscales**

- Select two Items that indicate a need for improvement in each Subscale listed with an average score below “5.0”, i.e. Activities (subscale), Item 24: Dramatic Play, and Item 25: Nature/Science. These Items are the key findings or trends identified as needing improvement after a review of all completed environment rating scales.
- For those contractors with only Subscale averages of “5.0” or higher, select one Item that indicates a need for improvement from each of the two Subscales identified above i.e. Item 32: Staff-Child Interactions, and Item 17: Using Language to Develop Reasoning Skills.

#### **Action Steps**

- Develop and write attainable action steps to improve each key finding, or Item.
- Include multiple action steps, such as modifications and/or changes to instructional materials, training, schedules, space, and supervision.

#### **Expected Completion Date and Persons Responsible**

- Enter the date when the Action Steps will be completed.
- Identify the person(s) who will be responsible for each Action Step.

### **Follow-Up and Reflection**

- This column will be blank when the Summary of Findings is first completed.
- Periodically review the status of all the Action Steps, completion dates, persons responsible, and follow-up.
- Record modifications or changes needed to complete the Action Steps, and expected completion dates.
- Reflect on the results and record progress or changes made to the key finding(s).

### Environment Rating Scale (ERS) Summary of Findings (CD 4002)

<b>Contractor Name</b> Davis Joint Unified School District	
<b>Contract Type, and/or FCCHEN</b> CSPP	<b>Age Group (Infant/Toddler, Preschool, School Age)</b> Preschool
<b>Planning Date</b> February 2017	<b>Lead Planner's Name and Position</b> Jenna Gonzalez Program Director
<b>Follow-up Date(s)</b> June 2017	<b>Lead Planner's Name and Position</b> Tereadel Sosa Borges Preschool teacher

This form can be expanded and is not limited to a single page.

<b>Subscales and Average Scores</b>	<b>Key Findings from Environment Rating Scale (ERS Items)</b>	<b>Action Steps (Include instructional materials, training needs, change to schedules, space, and supervision.)</b>	<b>Expected Completion Date and Persons Responsible</b>	<b>Follow-Up and Reflection (Changes made, date completed, and time extended.)</b>
Personal care routines: Meals and snacks #2  Rating: 2	During the ERS it was found that we were not washing tables properly and the children were not washing their hands effectively. (Eating surface, washing/sanitizing, and hand hygiene before and after eating).	Training was done with staff to address proper procedures on washing the tables and how the children should wash hands.	Right away Staff and Director	
		Teachers were supplied with a spray bottle for soap and water as well as told that the sanitation spray needs to sit for a specific period of time.	Right away Staff and Director	
		Teachers were instructed that they needed to supervise children while washing hands and if the child does not wash properly instruct them to do it again and explain what they need to do differently.	Spring 2017 Staff and Director	

Activities: Nature/Science and Math/numbers #25 and #26  Rating:4	After the observation it was brought to our attention that the science and math areas were lacking adequate materials in each area.	Training was done to address these areas and how we could improve upon in these areas.	Spring 2017 Staff and Director	
		As a group we decided that we needed to purchase some new science and math materials to strengthen those areas as well as bring more lessons revolving science and math.	Spring 2017 Staff and Director	