

GOAL SETTING FORM

SELF-STUDY PROCESS (STEP 3)



Purpose: This form helps set a clear, meaningful goal that supports high-quality care and continuous improvement. It's an opportunity to connect your experiences and reflection to a specific, intentional goal and will guide you in creating an action plan.

Instructions: Use the information from the **Planning Form** to create a SMART goal. Refer to the example provided to help walk you through each part.

* If you are working on more than one goal, use a separate form for each.

	S Specific	M Measurable	A Achievable	R Relevant	T Timely
	What exactly do you want to accomplish?	How will you know it's working?	Is the goal realistic and attainable?	How does the goal align with best practices?	When will the goal be implemented?
EXAMPLE	Increase the amount of time children have for indoor free play	Up time from 45 to 60 minutes.	Yes, we'll adjust the schedule and classroom routines and transitions.	Free play supports social, emotional, physical, and cognitive development by encouraging choice and exploration.	This change will be in place and consistently implemented by Oct 1
	Goal statement: <u>By Oct 1, I will revise the classroom schedule to provide at least 60 minutes of indoor free play each day to support children's development.</u>				
GOAL					
	Goal statement: _____				

Classroom/Teacher Name: _____ Date: _____

Setting a SMART goal shows your commitment to growth. Keep that momentum going as you move to the Action step.