

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	Reduce group activities to 10 minutes.	Change from 35 to 10 minutes each day.	Yes, I'll adjust the schedule. A 10-minute group time is realistic. Other activities can be offered during free play.	This will allow for more free play, which 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 reflect 10 minutes of group time in order to increase child-led free indoor free play, which supports children's development.</u>				
GOAL					
	Goal statement: _____				

Provider Name: _____ Date: _____

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