

EDUCATOR NAME

ROOM / GROUP

AGE GROUP

WEEK OF

Your name

e.g. Kookaburra Room

Select age group



dd/mm/yyyy



What I noticed this week

Observations, questions the children asked, what they kept returning to during free play

e.g. Eli asked whether dinosaurs could swim. By Wednesday half the room was invested in the answer. Three children built a dinosaur lake in the sandpit without being prompted...



This week's inquiry thread

The idea or question driving the week's learning — pulled from your observations above

e.g. Can dinosaurs swim? What animals live in water? How do things float and sink?





Planned activities

Add each activity with time, type, and your intentional teaching prompt

TIME	ACTIVITY + TEACHING PROMPT	TYPE	DURATION
8:45 am	Circle time — open question to spark the week's inquiry	Learning	20 min
9:05 am	Structured activity — hands-on craft or experiment	Art	35 min
9:45 am	Free play indoors — educator observes and extends	Play	30 min
10:25 am	Outdoor play — gross motor, exploration, social	Outdoor	45 min
11:10 am	Story time — pause and ask open questions	Story	20 min
11:30 am	Tidy up + hand wash	Care	15 min
11:45 am	Lunch	Meal	30 min
12:15 pm	Wind down — soft music or quiet reading	Rest	15 min
12:30 pm	Nap / rest time	Rest	90 min
2:00 pm	Wake up + afternoon snack	Meal	20 min
2:20 pm	Afternoon activity — sensory, messy, or creative play	Play	40 min
3:00 pm	Small group learning — STEM, maths, or literacy focus	STEM	20 min
3:20 pm	Free choice play + pack up	Play	30 min
3:50 pm	Reflection circle — what did we discover today?	Learning	15 min
4:05 pm	Pick-up and farewells	Care	55 min



EYLF learning outcomes

Tap to select which outcomes this week's plan connects to

1

Strong Identity

2

Connected to
Community

3

Wellbeing

4

Confident Learner

5

Effective
Communicator



Individual child notes

Progress, next steps, or support needed for specific children this week

Child's name

Observation, next step, or support needed...



Child's name

Observation, next step, or support needed...



Child's name

Observation, next step, or support needed...



Resources & preparation

Materials to gather, room setup, anything to organise before the week starts

e.g. Print dinosaur fact cards, set up water tray with rocks and dinosaur toys, collect natural materials from garden, ask families to bring in pet photos...



Family communication notes

What to share with families about this week — conversations, newsletters, updates

e.g. Let families know we are exploring a water and dinosaur inquiry this week. Ask if anyone has books or toys to contribute. Remind about outdoor water play — spare clothes needed...





End of week reflection

Honest notes on what worked, what did not, and where to go next

WHAT WORKED WELL

Activities or moments that really landed with the children...



WHAT I WOULD CHANGE

What fell flat, what needed more time, what to try differently...



THREADS FOR NEXT WEEK

What are the children still curious about? What questions are still alive?



OVERALL WEEK RATING



EDUCATOR SIGNATURE & DATE

Signature

08/06/2026