

## QUICK ASSESSMENT TOOL

### Self-Assessment and Quality Improvement for After School Programs & Healthy Start

Self-assessment is a method to determine program needs for continuous quality improvement. There are a few tools available for programs to check on themselves to see how they are doing to a standard. After much searching for a tool, this office now uses the "**Program Baseline Self-Assessment**" as a conversation starter and to discover training needs of after school programs. This tool has the twelve component areas of exemplary programs. Provided is a stripped down version of the Self-Assessment for your own use. Should you grade yourself low in an area, let us know. We will then provide technical assistance to help you in that area.

Grade the Self-Assessment on a 1 to 5 scale. One being "We have never considered this as yet"; 3 being "We have begun to implement this practice in our program"; and 5 being "All staff know and use this practice in all our work (and can prove it)."

- 1) Program Vision – a vision and goal is established, known by all school site and program staff  
1      2      3      4      5
- 2) Program Leadership – mentoring and management systems to help staff succeed in implementing the vision  
1      2      3      4      5
- 3) Academic Alignment – an alliance with the regular day and program staff to know content standards  
1      2      3      4      5
- 4) Youth Development Principles – implementation through training and practice of staff  
1      2      3      4      5
- 5) Supportive Relationships – staff to students so that positive relationships are formed  
1      2      3      4      5
- 6) Enriching and challenging learning experiences – student centered and decided upon with student input  
1      2      3      4      5
- 7) Safety – emotional and physical  
1      2      3      4      5
- 8) Community Involvement – students doing for others in their school, neighborhood, and city  
1      2      3      4      5
- 9) Youth Participation- youth have a voice in site decision-making and leadership activities  
1      2      3      4      5
- 10) Attendance - popular program with a waiting list  
1      2      3      4      5
- 11) Self Evaluation – the state has its requirements for programs, this site does its own evaluation with its collaborative partners also  
1      2      3      4      5
- 12) Sustainability – the program has varied funding sources to keep it going long term  
1      2      3      4      5