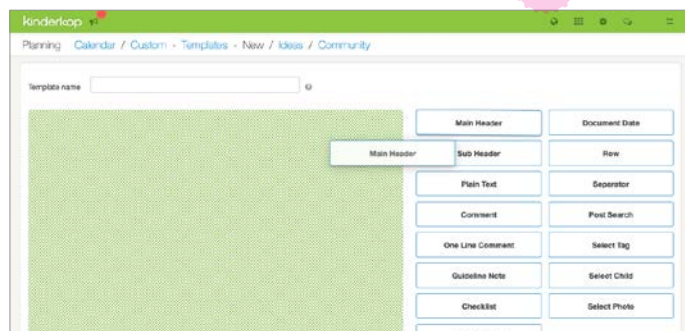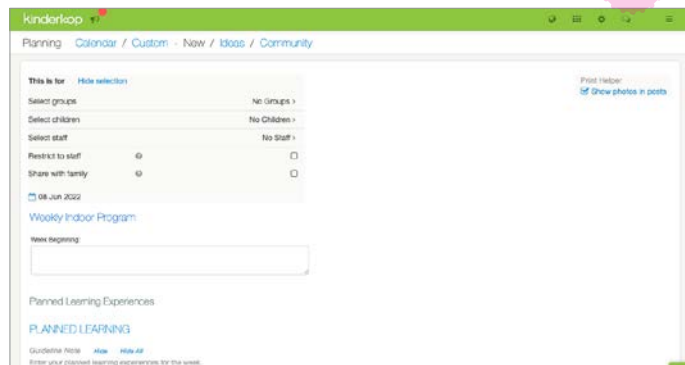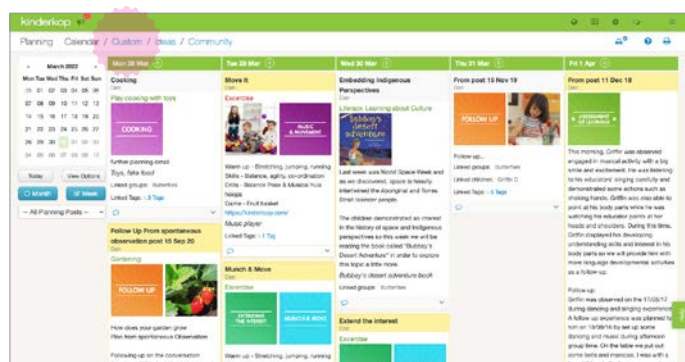# Building & using custom plans

This info sheet gives you the basic requirements for educators.
Important note: Set up on the web login via kinderloop.com

Custom planning provides you with a more structured way to create and use Kinderloop. Kinderloop has teamed up with the *Empowered Educator* to bring you some tried and tested planning templates.

Custom Planning getting started

When logged in online, you have access to your Kinderloop's settings, this is where you can **create & use your custom planning templates.**

1. Go to your planning area select 'custom'

Here you can view your active custom plans, create a new custom plan or manage & edit your custom plan templates.

2. Create a new custom plan

Select the 'create new custom plan' button, then choose a template you would like to use. Kinderloop has provided some **examples** to help get you started. You can either use this example as a basis or you can edit the example to better suit your planning needs. If you prefer, you can create your own custom plan from scratch by clicking on the **Add New Template** button.

Tag individual children or groups, selected educators or make it private to you. Share with family, get their feedback, or keep it private.

Add learning outcomes, tags and photos. Create planning posts or search and add posts you have already created, showing a full cycle of learning. Document learning in each area. Save and share.

3. Create your own custom template

When you add a new template to your Custom Planning area, you can drag and drop the different selections on the right hand side to create a plan that works for you and your service.

kinderloop.com

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Available on the App Store   ANDROID APP ON Google play

The Empowered Educator templates

Photo observation template

Why not try one of our collaborative templates curated by the Empowered Educator & Kinderloop.

Educators can link this format to children, educators & family members.

Or they can keep them private to themselves and tag children (so they can be searched for during A&R).

Educators can select as many photos as they wish.

We can also add tags, this allows educators to easily select EYLF outcomes, prinicples & practices.

Analysis & forward planning template

Educators can add posts/observations they have already written about from the main feed in their Kinderloop.

Educators can create a planning post from this area, saving it for a future date. This can form their 'program/future planning ideas'.

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Available on the App Store

ANDROID APP ON Google play

Download the free Kinderloop Plus app

The Empowered Educator templates

Our current program of play and learning template example

Why not try one of our collaborative templates curated by the Empowered Educator & Kinderloop.

the
**empowered
educator**

A note about planning cycles

Planning cycles in Kinderloop

The beauty about Kinderloop is that you get to choose how you'd like to use it to suit your planning cycle. This is an example of a basic planning cycle:

Once you have **observed/collected information** about a child or group of children, you can create a 'new post to children'. Here, you can analyse the information you have collected, creating an observation or post. This is where you can link the learning to the approved framework e.g the EYLF & other pre loaded tags

From the information you have analysed you can then **plan** for furthering learning and development. Planning can be written within the post or comments section, or you might like to select 'follow up', to add these ideas directly to your planning area. You can share the plan with linked family members by selecting 'share with family'

Implementing your plan is where your ideas to support a child's learning & wellbeing come to life. You can choose to document what you implemented within the body of the post or add to the comments section, OR you can select 'extend' to create a new linked post documenting the experience. Finally, you might like to **reflect/evaluate** the experience. This allows you to critically reflect on what worked & what could be done better, informing your practice for future planning. You can add your reflection/evaluation to the main body of the post or comments section, OR select 'reflect' - creating a new linked post to document your reflection/evaluation.