

Educator simple getting started guide

This info sheet gives you the basic requirements for new educators.

Important note: Ask your administrator to provide you with your username/password.

Note. There is a difference between the Kinderloop app and the web login, we aim to keep the app as easy and simple to use as possible, the web login is for focused, off-the-floor time and has more admin features.

Web login showing your Kinderloop options that can be switched on or off depending on your service requirements.

Your Kinderloop settings/options (online)

When logged in online, you have access to your Kinderloop's settings, this is where you can **easily control all the elements of your private loop; staff, groups, children, learning tags** and run reports, create templates. The free app shows a simplified version of your Kinderloop making it easier to post in a busy situation.

1. Add staff

Add staff one by one and remember to give them their user-name and password, or setup one user-name for each group login.

2. Create groups

Create as many groups as you need. For example, multiple rooms in a centre, Early learning room, Preschool room or room groups that may exist in your setting.

3. Add children

Add children and place them into a group. You can also add children on the fly by typing their name into a post and pressing return. You do not have to invite family members until you are ready.

4. Add learning tags

Add your own learning tags or choose from some of the more popular tags to pre-load. Tags can also be added on the fly when posting by typing the new tag and pressing return, it will automatically be added to your Kinderloop.

Inviting parents/family members

Once children are added to your secure Kinderloop, you can **easily invite their family members** at any time.

Add their email addresses to their child's settings, they will receive a **secure email inviting them to signup to view their child's Kinderloop**. We encourage you to use the **printable consent form** found here <http://kinderloop.com/help.html> it helps keep track of who gave the consent.

Extended family members

Invite additional family members to a child's secure Kinderloop, it could be a Grandma in Japan or a relative in the UK. Bring the extended family back together through a child's Kinderloop!



Create your first post to children online

The screenshot shows the Kinderloop mobile application interface. At the top, it displays 'iPad' with signal strength, '8.54am', and a battery icon at 99%. The main feed shows several posts:

- Amazingly simple Kinderloop**: A post from 'Amazingly simple Kinderloop' with a note about a child climbing over an A-frame structure.
- Kristin Gomes to Griffin Fox and Frances Potter**: A post from 'Kristin Gomes' dated 'Sent on 11 May at 13.55 pm' showing two children playing.
- Karen Martins to Brody-James and 2 others**: A post from 'Karen Martins' dated 'Sent on 11 May at 8.38 am' showing a child playing with a ball.
- REFLECTION**: A large purple section with the title 'REFLECTION'.
- Reflection: 23.3.15 - 27.3.15**: A detailed reflection on children's play with a ball, mentioning specific educators and outcomes.
- New Post**: A button to start a new post.
- Drafts**: A link to view saved posts.

The screenshot shows an 'EDUCATOR POST' screen. It starts with a message from 'Educator Kinderloop to Educator' sent 1 second ago. Below this is a pink 'EDUCATOR POST' section with the title 'EDUCATOR POST'. The post content is:

Hey Lilly,
What do you think of the new water experience set up in the Bilbies room?
How has it worked for you today?

With 1 like and 1 comment.



The screenshot shows a post from 'Baby Mum to Baby 1' sent 2 minutes ago. The image is a photo of a child petting a kangaroo. The caption reads:

We enjoyed some family time at Kangaroo park this weekend. Ben wanted to show you how close he got to some Kangaroos

With 1 like and 1 comment.

Create your first post immediately from the web browser or by downloading the Kinderloop Plus app to your mobile device and logging in to your private Kinderloop.

Capture moments & tag children/learning outcomes

1. Add images from your image library or capture a new one via the device's camera.
2. Write/speak a short account about the event.
3. Choose a **group** (if you have them) or
4. **Tag the children** (this will ensure the linked family of those children see the post) **If you leave the group and children selection blank, the post will go to all children within your Kinderloop.**
5. Use 'other tags' to choose your learning outcome or create a new tag by typing and pressing return, it will automatically be added for use next time. **You can pre-load popular tag options such as EYLF, NQS, MTOP, EYFS in your online settings.**

Shared (white) posts

When creating a shared post, tag all children, a group or individual children and slide the share with family **on** to create a **shared post** the the linked family of the tagged children will see.

Private (yellow) posts

When posting, slide the send to parents **off** to create a **private post**, handy for **documenting individual child observations** and developmental skills for educator reporting requirements. No matter how many children you have tagged, the post will not be sent to linked family members while saved as a private post.

Educator (pink) posts

You can also choose to send an **educator to educator** post, these will only be seen by those educators tagged and any admin users and will appear pink on your main feed. Families cannot see pink educator posts.

Family feedback (blue) posts

Linked family members can post back to you, tagging their children so you can easily show parent engagement. These posts are blue in your feed and will only be seen by the linked family of the child tagged and your educators.

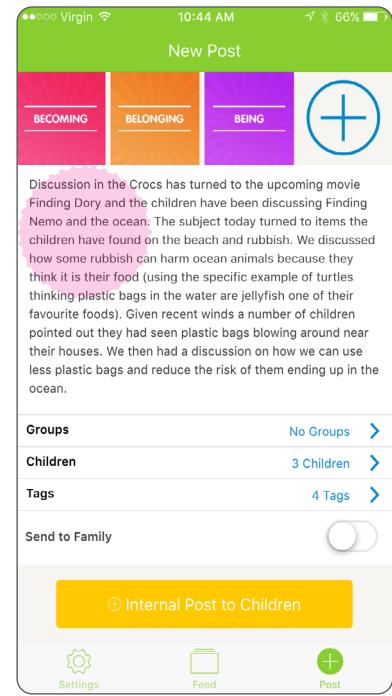
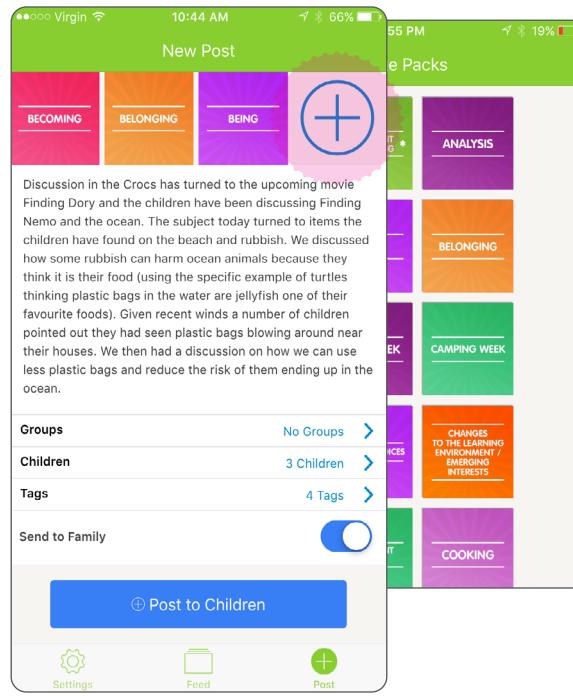
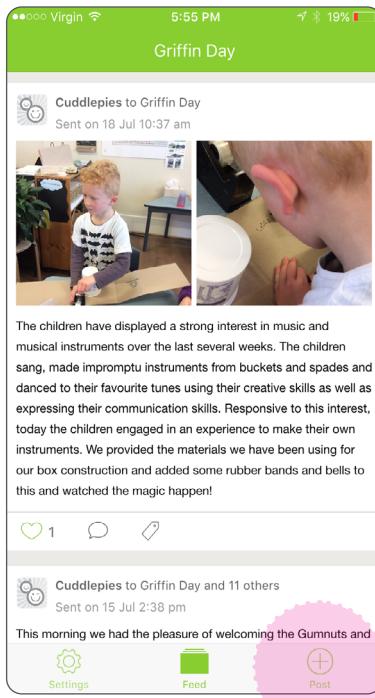


Post to your Kinderloop via the free app

Step 1. On your device, go to your app store and search for 'Kinderloop Plus'

Step 2. Install, its FREE!

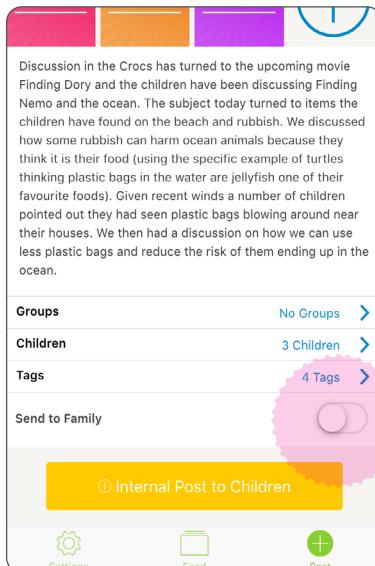
Step 3. Login with your username/password and start posting to your private Kinderloop.



1 Sign in

Sign in with your username and password on your device.

To post, select the post icon.



2 Create post to children

Select the '+' icon to add photos. Click on the photos, video or resource image you would like to add.

Child	Learning Outcomes
Cecily Houldsworth	1.1.1 initiates interactions with others 1.1.4 asks for help
Eugene Connell	
Indiana Prince	1. Identity
Lucas Mastalerez	1. Identity
Samson Prince	1.0 Identity
Tanner Hanlon	1.1 Children feel safe secure and supported 1.1.1 initiates interactions with others 1.1.2 relates well with educators and children 1.1.3 follows established routines 1.1.4 asks for help 1.1.5 expresses feelings and ideas 1.1.6 demonstrates confidence

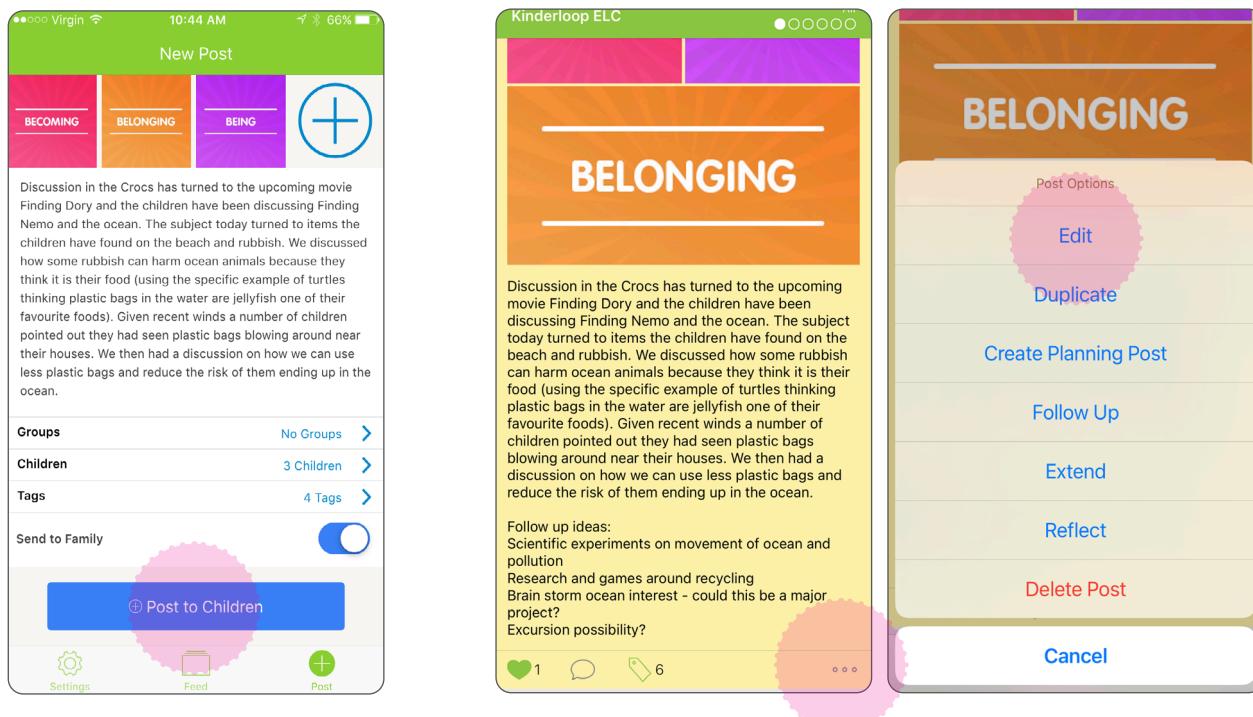
4 Private (yellow) post

When posting, slide the send to parents **off** to create a **draft (yellow) post**, handy for saving a post that you need to come back to later.

5 Tag children/learning outcomes

Select the group/children in the observation, then add learning tags to your post to help for searching and completing a summative assessment. To search for a tag, start typing the desired tag and a list will appear, it is possible to select multiple tags at a time.

Post to your Kinderloop via the free app (cont.)



6 Post

Ready to go, simply click post!

7 Edit/duplicate a post

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Within the edit option it is possible to add photos or more detail to your observation in the message section. Add more learning tags that are thought of simply by typing them in and pressing enter to save them, EYLF Principles and Practices and NQS Quality Areas, even theorists!

8 Planning cycle

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'

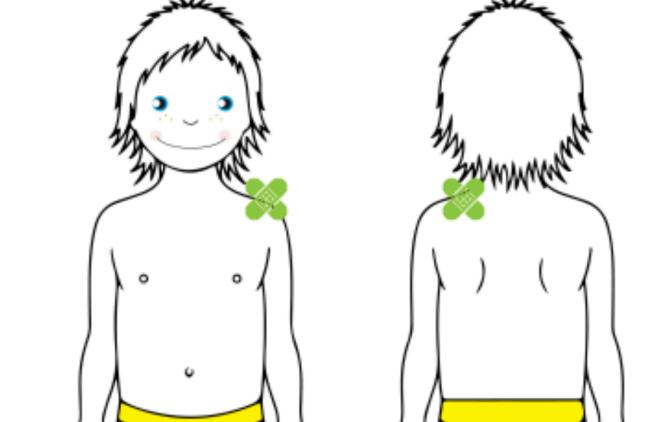
Implementing your plan is where your ideas to support a child's learning & wellbeing come to life. You can choose to document what you implemented within the body of the post or add to the comments section, OR you can select 'extend' to create a new linked post documenting the experience. Finally, you 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.

Additional app features (if switched on in your options)

Close	7 Feb 22
<div style="display: flex; align-items: center;">  Wonderful Water play <small>Transport Water Play - outside</small> </div>	
<h1>PLANNING POST</h1>	
<p>Finn has shown extended interest in transport, in particular different types of water transport. He has enjoyed pushing and pulling wheeled items through water to see how fast and slow they go.</p> <p>To further support this interest we could set up a large water trough, filled with different types of transport items. We can add water beads, ramps and Lego blocks so Finn can explore and investigate ways to move his wheeled items around</p> <p><i>Boats, trucks, cars, ramps & water trough</i></p> <p>Linked groups: Bilbies</p> <p>Linked children: Beau Freshwater, Dotti Smith, Elka L'Reid, Hussain Ali, Kya Thomas, Sonny Hill, Tilly Manly, Yindi Nolan</p> <p>Linked Tags:</p> <p>3.2.3 engages in sensory motor skills and movement patterns 4.2 Children develop a range of skills and processes such as problem solving inquiry, experimentation, hypothesising, researching and investigating</p>	

New planning post

The 'create planning post' button allows you to quickly create a new planning post that can be shared on your centre or group planning wall. You can create and edit your daily/weekly or monthly program easily through your Kinderloop Plus app. Linked families can be sent the planning items instantly and provide feedback in the comments section.

Close	New Accident/Incident
<p>Who is this report for?</p> <div style="display: flex; align-items: center;"> Griffin Fox Select Child </div> <p>10 yrs 4m (14 Sep 2011) Loves reading</p> <p>When is report for?</p> <p>Mon 07 February 2022 16:51 </p> <p>04 : 51 PM</p> <p>Photos</p>  <p>Position of injury</p> 	

New accident/incident

If your service has switched on the accident report feature, you can fill out and send accident/incident and medication reports with the touch of a button. Simply click on the template you would like to fill out and follow the prompts.

