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Student's Name: K. THARUKI DIVYANJALEE Class: 19th Psychology
Batch

School: ICBT Campus

Lecturer's Name: Ms. Stephanie Gunarathne and Ms. Pavani Boralessa

Name of Work Placement Organisation: At My Pace

Address of the Organisation: 129/1 Baseline Road, Colombo 05

Name of the workplace supervisor: Ms. Nilu Perera


Position of the work place supervisor: Director

Date of Placement: 07/06/2023

Student Signature:




LOGBOOK


<p>Date: 07.06.2023</p> <p>Clock in time: 08.40 am</p> <p>Clock out time: 05.05 pm</p> <p>Number of Hours completed: 8 hrs 25 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Got a clear description of do's and don't's, responsibilities, general activities, and clear introduction of small students and advanced students and the activities to be done with them. • Observed how a volunteer worked with a pupil. • Helped other volunteers when needed. 	<p>Reflection/comments</p> <ul style="list-style-type: none"> • Always maintain eye contact with children while talking and doing activities. <p>When a child is distracted they cannot use their mental ability to focus on a concept.</p>
<p>Date: 08.06.2023</p> <p>Clock in time: 08.50 am</p> <p>Clock out time: 01.10 pm</p> <p>Number of Hours completed: 4 hrs 20 min</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Worked separately with several children. Did activities to improve their sensory skill, motor skill. • Got an explanation on how to praise child even for their little effort. • Saw how notes on the student's progress should be written. • Did written activities with several children under the supervision. 	<p>Reflection/comments</p> <ul style="list-style-type: none"> • It is important to praise and encourage children when doing activities with them. <p>Encourage them to do their activities independently.</p>
<p>Supervisors comments and signature:</p> 		




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<p>Date: 14.06.2023</p> <p>Clock In time: 08.55 am</p> <p>Clock out time: 05.05 pm</p> <p>Number of Hours completed: 8 hrs 10 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Worked with several children. Did sensory activities (sensory cards, squeezing and touching egg shells etc.); fine-motor skills (clipping, beading, stacking etc.). Did written activities. • Observed volunteer doing flash cards for a group of children. • Read stories for a group of children. 	<p>Reflection/comments</p> <ul style="list-style-type: none"> • Taking part in sensory activities helps children become more aware of the spaces that physically around them. When a child tends to make continuous humming sounds, use a soft rubber brush on their hands for sensory stimulation.
<p>Date: 15.06.2023</p> <p>Clock in time: 09.00 am</p> <p>Clock out time: 01.00 pm</p> <p>Number of Hours completed: 4 hrs</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Worked separately with several children. Did sensory activities, fine motor skill activities. Did written activities and flash cards (numbers / colours) • Supervised children having their lunch. • played games (sight word activity - BINGO) 	<p>Reflection/comments</p>
<p>Supervisors comments and signature:</p> <p></p>		




<p>Date: 21.06.2023</p> <p>Clock in time: 09.00 am</p> <p>Clock out time: 05.00 pm</p> <p>Number of Hours completed: 8 hrs</p>	<p>Activities completed</p> <ul style="list-style-type: none">• Worked with several children. Did sensory activities, fine motor activities, did activities to improve thinking skill.• pasted paper inside shapes.• Did written activities (pre-writing, identifying & matching numbers/shapes/letters/pictures, colouring — differed depending of their ability & age)	<p>Reflection/comments</p> <ul style="list-style-type: none">• That ^{it} is important for children to pay attention to their pencil grip when doing writing activities.
<p>Date: 23.06.2023</p> <p>Clock in time: 09.05 am</p> <p>Clock out time: 01.30 pm</p> <p>Number of Hours completed: 4 hrs 25 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none">• Worked separately with several children. Did sensory activities, motor skill activities, thinking skill activities, did activities to improve their learning, taught numbers, letters colours, shapes, did written activities.• Worked with a more advanced student.	<p>Reflection/comments</p>
<p>Supervisors comments and signature:</p> <p></p>		

<p>Date: 26.06.2023</p> <p>Clock in time: 09.20 am</p> <p>Clock out time: 05.05 pm</p> <p>Number of Hours completed: 07 hrs 45 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Worked with several children. Did sensory activities, fine motor skill activities, thinking and listening activities, Did written activities, read stories. • Did flash cards for a group of children (letters, colours, numbers, foods, animals) 	<p>Reflection/comments</p> <ul style="list-style-type: none"> • Flash cards learning improves a child's cognitive and critical skills. It makes quick recall of information from pictures.
<p>Date: 28.06.2023</p> <p>Clock in time: 09.00 am</p> <p>Clock out time: 05.00 pm</p> <p>Number of Hours completed: 8 hrs</p>	<p>Activities completed</p> <ul style="list-style-type: none"> • Worked with several children. Did sensory activities, fine motor skill activities, thinking activities. Did activities to improve their learning (puzzles on compound words, practicing counting flash cards on numbers). • Played games with rhyming words. 	<p>Reflection/comments</p> <ul style="list-style-type: none"> • Puzzles strengthen vocabulary such as shapes, colours, animals and transportation. It also helps children practise expressive language skills like requesting and receptive language skills like following simple directions.
<p>Supervisors comments and signature:</p> <div style="text-align: center; margin-top: 20px;">  </div>		



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<p>Date: 30.06.2023</p> <p>Clock in time: 08.55 am</p> <p>Clock out time: 01.00 pm</p> <p>Number of Hours completed: 4 hrs 5 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none">• worked separately with several children. Did sensory activities, fine motor skill activities, thinking skill activities, learning activities, did activities improve their problem solving skill, did written activities.• Did music activities.	<p>Reflection/comments</p> <ul style="list-style-type: none">• Language, reading, and mathematical sk abilities can be developed through musical activities. Songs help children memorise new words.
<p>Date: 07.07.2023</p> <p>Clock in time: 08.57 am</p> <p>Clock out time: 01.12 pm</p> <p>Number of Hours completed: 4 hrs, 15 mins</p>	<p>Activities completed</p> <ul style="list-style-type: none">• worked separately with several children. Did sensory activities, fine motor skill activities, thinking skill activities, did written activities.• Did flashcards.• worked with a more advanced student.	<p>Reflection/comments</p>
<p>Supervisors comments and signature:</p> <p></p>		

DESCRIBING YOUR WORK PLACEMENT

Circle the words which best describe the type of work you undertook during your work placement.

TIRING
CLERICAL
ADMINISTRATIVE
SKILLED

REPETITIVE
CHALLENGING
INTERESTING
SCIENTIFIC

REWARDING
PRACTICAL
SERVICE

Add some words of your own.

Supportive

High - quality

Indicate which skills/aptitudes you needed during your work placement.

	Yes	No
Good listening skills	✓	
Good knowledge	✓	
Stamina	✓	
Ability to make decisions quickly	✓	
Ability to understand instructions	✓	
Ability to use theory into practice	✓	
Good at measurement		✓
Clear handwriting	✓	

	Yes	No
Confidence when communicating	✓	
Ability to reflect on the practices used	✓	
Patience	✓	
Accuracy	✓	
Ability to explain things to others	✓	
Strength	✓	
Ability to work with people	✓	
Good memory	✓	
IT skills		✓

It is very important that you take time to think about what you have learned from your Work Placement.

The activities on the following pages are designed for you to do that



		Excellent	Good	Acceptable	Needs attention
1 My timekeeping was	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 My attendance during work experience was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 The clothes I wore suited the work I was doing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 My attitude to fellow workers was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 My willingness to listen and learn was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 My skill at adapting to different situations was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 My awareness of health and safety practices was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 My ability to show initiative was	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 My attitude to work was	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



INTERN ASSESSMENT FORM (EMPLOYER ASSESSMENT)

EMPLOYER'S ASSESSMENT FORM

Please provide an assessment of the student's performance during the work placement.

To be completed by the employer.

Student name:

M. T. Divyanjalee

Company name:

At my Pace.

Nature of work:

Special needs therapy

Length of placement:

60 hours

	Excellent	Good	Satisfactory	Poor
Timekeeping		✓		
Personal appearance	✓			
Ability to work in a team			✓	
Relationships with others		✓		
Regard for health and safety	✓			
Ability to follow instructions		✓		
Communication skills			✓	
Enthusiasm		✓		
Initiative			✓	
Commitment	✓			
Attendance	✓			
What were the student's strengths during the work placement?	Very punctual and willing to work			



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What things could they improve on?	learning more on the difficulties of the children
Could you give any tips to help them progress in the workplace?	and implement activities to develop the skills.
Other comments:	

Would you be happy to provide a reference for this student? YES ~~NO~~

How would you assess the intern's overall performance?

☐ outstanding ☐ above average ☒ satisfactory ☐ below average ☐ unsatisfactory

Would you be happy to provide a work placement for another student? YES ~~NO~~

Signed: 	Date:
Position: Director	07/07/2023

Thank you for your time in completing this evaluation!



PLACEMENT SCHEDULE

[illegible]