**Tools for focusing: Narrowing the focus**

Use this tool to narrow the focus of your inquiry and make it very specific.

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| **Observe** |
| **WHAT:** Describe the general area of improvement (eg. children's social and emotional competence; relationships with parents) |
| **WHAT:** Describe what’s working well |
| **WHAT:** Describe what’s not working well |
| **WHO:** Identify the children who are affected/involved. |
| **WHAT:** Identify which areas of your teaching practice are involved (eg. centre environment, child-teacher interactions, communications with families) |
| **Aspire** |
| **HOW:** What do you want children to know, understand and do? (eg. children will develop social problem-solving skills, children will understand and use a range of emotion words) |
| **HOW:** What will this look like? How will you know you have made a difference? (eg. children will solve conflicts more independently; children will use appropriately vocabulary to describe their own emotions and the emotions of others) |
| **WHAT:** What strengths can you build on? (Yours and/or the children’s) |
| **Speculate** |
| **WHY:** Why is it a problem? What might be some of the barriers to learning? What could cause this problem? (Try to avoid jumping to conclusions at this stage. Use the 5 Whys Analysis to identify the root cause) |
| **WHAT:** Identify possible challenges you may face |
| **WHO:** Is there another teacher who has a similar problem you could work with? |