STORY TIME PROVIDER PLANNING & ASSESSMENT CHECKLIST*

<table>
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<tr>
<th>Story time provider:</th>
<th>Library:</th>
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<td>Theme (if any):</td>
<td>Date:</td>
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<tr>
<td>Age group:</td>
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BEFORE STORY TIME: PLANNING

1. How will I make people feel welcome and foster connections with me and among other participants?

2. Which of the 6 early literacy skills will I focus on?

3. What’s my literacy tip and with what book/activity will I use it? Show how it’s done, tell why you’re doing it and how to do more at home.

4. What early literacy practices (read, write, sing, talk, play) do I plan to include?

5. How do I plan to be interactive in my story time activities? Are there places in the books or activities where I can ask open ended questions, or use a repeated phrase, to invite the participation of children and caregivers?

6. What library book, service, program or feature will I promote at this story time?

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<th>AFTER STORY TIME: SELF-ASSESSMENT</th>
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**My literacy message to caregivers was**

I connected my message to this book or activity

It was effective because

**My story time included these activities:**
- □ songs/music
- □ flannelboard
- □ fingerplays
- □ mixture of small and large motor skills
- □ movement
- □ scarves
- □ puppet/props

A book or activity that went well today was:

Because:

I observed these literacy behaviors in the children or caregivers as a result of coming to story time

**Successes/Challenges:**

**Something I noticed about my**
- □ voice projection
- □ book reading
- □ open ended questions
- □ pacing/timing
- □ body language and facial expressions
- □ Use of props and handling of books

The room setup and material on display was on target for the group (Y/N)

- □ I did not need to adapt my plan
- □ I adapted my plan in the following way

Because

**Successes/Challenges:**
**CONNECT**

- I did not have any interruptions or distractions
- I did have interruptions or distractions

I addressed it positively by

| I chose these activities and books to foster the participation of, and interaction with, children and caregivers |
| I observed these reactions from children and caregivers during story time |
| I encouraged connections between children and caregivers after story time by |

**Successes/Challenges**

**Areas where I want to develop my planning and delivery of story time (I want to learn, try or share):**

**Resources I can tap into for support and sharing (people, observe colleague, web site, book, video, training, etc):**

**I wish...**

*Based on *Supercharged Storytimes: An Early Literacy Planning and Assessment Guide* by Kathleen Campana, J. Elizabeth Mills and Saroj Ghoting, ALA Editions, Chicago, 2016.*