

## Course Description

### MEDD6143 Planning, Management, Evaluation and Leadership in Early Childhood Education

Course description and objectives		
<p>This module provides an overview of how to plan, implement, manage and evaluate early childhood programmes and provide leadership in early childhood settings. Specific topics include: (i) leadership and management in early childhood settings; (ii) programme planning and provision for students; (iii) staff administration; (iv) facilities planning and management; (v) resources management; (vi) student recruitment and working with parents and external parties; and (vii) quality assurance and accountability.</p> <p>Case studies based on the local context will be used throughout the module. Course participants will also consider the impact of the HKSAR Government's regulations on the administration and management of early childhood programmes.</p> <p><b>Coursework / Examination ratio: <u>100</u> % Coursework, <u>0</u> % Examination</b></p>		
Course learning outcomes (CLOs)	Aligned programme learning outcomes (PLOs)	
1. Demonstrate a basic understanding of educational leadership and the professional competencies and ethics required of a principal in early childhood settings in oral and written forms	PLOs 1, 4, 5	
2. Identify, respond to, discuss and reflect on preschool management problems in programme development, programme implementation and evaluation, staffing and resources management, and relationship management in oral and written forms	PLOs 1-5	
3. Use critical intellectual enquiry methods and demonstrate up-to-date knowledge and research skills in verbally interviewing educational leaders, analyse and report on their strengths and weaknesses, opportunities and threats in preschool management, and give feasible suggestions to capitalize on the opportunities and tackle the threats in writing	PLOs 1-5	
Course assessment methods		
Assessment method	Weighting (%)	Aligned course learning outcome(s)
Group presentation	30	CLOs 1, 2
Reflections	20	CLOs 1, 2
Essay	50	CLOs 1, 2, 3
Course content and topics		
<p>Introduction</p> <p>Course overview</p> <p>Overview of early childhood education system and kindergarten principalship in Hong Kong</p> <p>Leadership and management in early childhood settings</p> <p>Leading in times of change and crisis</p> <p>Programme planning and development, and provision for students</p> <p>Developing and equipping a kindergarten</p> <p>Children' health and safety</p> <p>Student recruitment and marketing</p> <p>Management of resources</p> <p>Staffing and provision for staff professional development</p> <p>Working with families and external parties</p>		

Evaluation and improvement of kindergarten quality

Course review and synthesis

**Required / recommended readings and online materials**

**Key Text**

Adams, S., Kronber, A., Donley, M., & Lynch, E. (2022). Developing and administering an early childhood education program (10 ed.). Cengage.

**References**

- A reading list for this course can be found in the MEDD6143 Moodle Course Room, on the right-hand side panel under “Reading list for MEDD6143\_1A\_2022”.
- The Key Text (e-book) can be purchased online from the Academic & Professional Book Centre (A&P). A paper copy is also available at the HKU Main Library (Main Reserve for 3 hours)
- Other references are accessible online via the links in the “Reading list”

**Online Journals**

**Recommended journals for early childhood education**

- Child Development
- Child Development Perspectives
- Childhood Education
- Contemporary Issues in Early Childhood
- Early Child Development and Care
- Early Childhood Education Journal
- Early Childhood Research & Practice - ECRP
- Early Childhood Research Quarterly
- Early Years: An International Research Journal
- Education 3-13 : International Journal of Primary, Elementary and Early Years Education
- Educational leadership
- European Early Childhood Education Research Journal
- International Journal of Early Childhood
- International Journal of Early Years Education
- Journal of Children and Media
- Journal of Early Childhood Literacy
- Journal of Early Childhood Research
- Journal of Early Childhood Teacher Education
- Journal of Early Intervention
- Journal of Research in Childhood Education
- School organization
- Topics in Early Childhood Special Education
- Voices of Practitioners: Teacher Research in Early Childhood Education
- YC - Young Children

**Other additional course information**

Nil