



KINDERDAGVERBLIJF

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Pedagogical coachingsplan 2025:

The policy officer and pedagogical coach at Twinkel is Shemana Sewpersadsingh. Shemana obtained her diploma from Scheidegger and is therefore qualified to act as both a pedagogical coach and policy officer. A plan for 2025 has been developed by the pedagogical coach. Shemana is allocated 4 hours per week for coaching and 5 hours for policy work, skills development, and staying informed about new developments in the childcare sector.

Based on the current known staff of 27 pedagogical employees (pm'ers), the total number of FTEs in 2025 will be 22. The minimum required hours at organizational level for policy and coaching in 2025 are calculated at 50 hours for policy and 220 hours for coaching.

Coaching is primarily conducted through group and individual conversations with the pedagogical staff. In 2025, the pedagogical staff will be observed in their groups by the coach, and these observations will be discussed in individual and/or group meetings. Based on these observations, the coach will film within each group. These videos will be reviewed in team meetings, which will then lead to peer review discussions. This will always take place with prior consultation and consent from parents, so they are aware that filming is taking place in the group. All recordings will be deleted afterwards. Additionally, meetings will be held on the topic of healthy childcare.

Shemana has a 36-hour contract and works fully in the office, but she steps in to support the group as a pedagogical staff member when necessary. When the pedagogical coach works on the group, she must also receive coaching. This is carried out by Stefanie Heemskerk from childcare center 't Schaapje in Haarlem. Shemana has completed the "Working with Babies" training, which enables her to coach the baby group staff appropriately.

To coach effectively, Shemana needs to spend significant time preparing; this preparation falls under the coaching hours and will also be documented. After each coaching session—whether individual or group—the pedagogical employee signs to confirm that the coaching took place. Shemana signs as well. This information is documented in a folder containing all team coaching meeting notes. This folder is accessible to both parents and staff. This way, everyone is aware of how many hours of coaching have taken place and when. Individual coaching sessions are private and accessible only to the individual staff member, though the schedule of who had a one-on-one session and when is recorded.

The planning for 2024 has been created, but there is always room for additional team meetings or individual sessions. These can be added later. The coach is always available if any issues arise that require an extra coaching session.

Pedagogical coachingsplan 2025	Who?	What way?
March 2025	Shemana Sewpersadsingh	Individual coaching bilateral with Stefanie Heemskerk
March 2025	Pm'ers individual	Individual conversation
April 2025	Pm'ers babygroups	Group conversation + coaching
May 2025	Pm'ers dreumesroups	Group conversation + coaching
22nd of May 2025	All pm'ers	Team coaching. Policy talks health & safety
June 2025	Shemana Sewpersadsingh	Individual coaching bilateral with Stefanie Heemskerk
June 2025	Pm'ers peutergroups	Group conversation + coaching
July 2025	Pm'ers peuterkleutergroups	Group conversation + coaching
28th of October 2025	All pm'ers	Team coaching, interaction skills & reporting code
October 2025	All pm'ers	Coaching talks individual
November 2025	Shemana Sewpersadsingh	Individual coaching bilateral with Stefanie Heemskerk
December 2025	All pm'ers	Extra coaching talks