



Professional Learning Plan 2025



Umbrella Family and Child Centres of Hamilton

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DATA GATHERING PROCESS

To support the formulation of the 2025 Professional Learning Plan, data was gathered in a variety of ways, including:

Professional Learning Survey

The Professional Learning Survey was sent out to all staff on September 12th 2024. The initial deadline was extended to support an increase in responses. The total response rate was 31% of employees. Respondents represented 21 of Umbrella's 27 locations. The 6 sites not represented are satellite locations.

Staff Feedback

Given the lower response rate from the Survey, data was collected from each site during November 2024 staff meetings. Each site was asked to prioritize their top three learning needs from the 2024 Survey options. This information has allowed us to determine significant needs across the organization, as well as site-specific areas for growth.

HR Components

A section of the 2024 Professional Learning Survey was dedicated to soft skills, including communication, challenging conversations, and organization. The Program Excellence Team has worked cooperatively with HR to support these components of the 2025 professional learning plan.

Site Observations and Committee Feedback

Site notes from 2024 site visits from the PE Team as well as Program Managers were reviewed to determine consistent needs. Further, feedback was sought from Quality Committee as well as the EDIB Committee to support survey development.

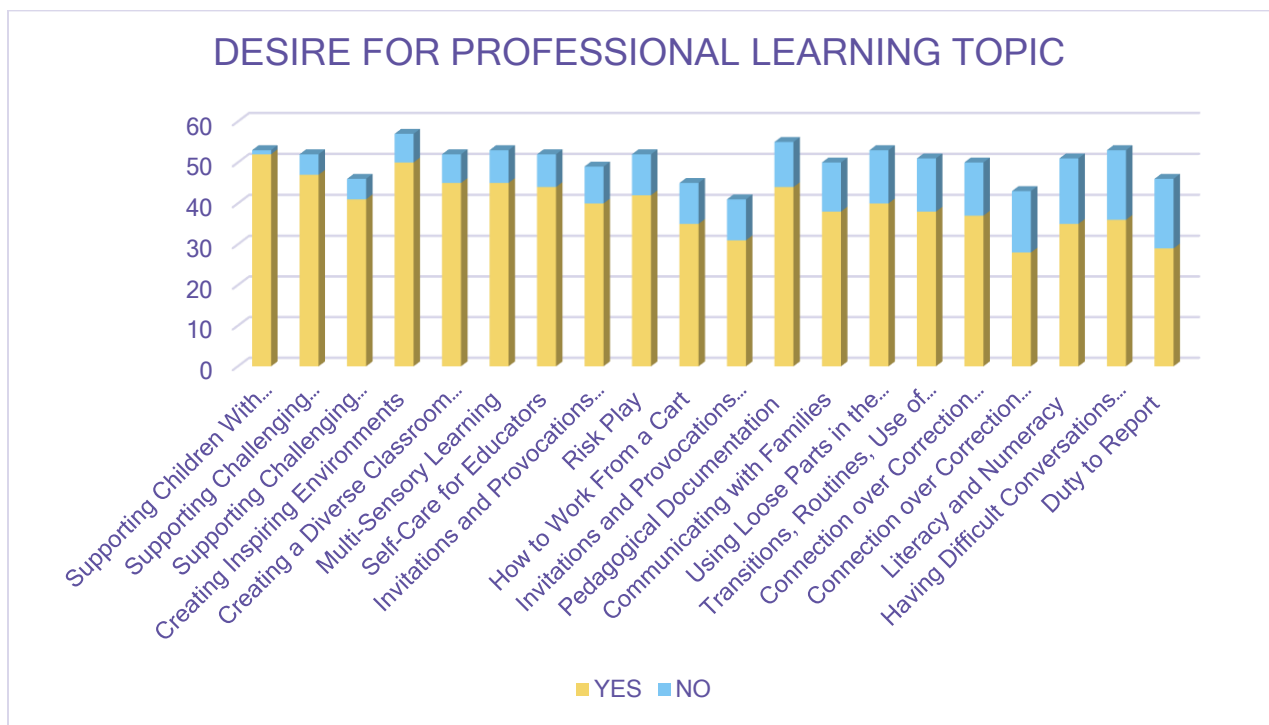
"Excellence begins with us: Investing in our team, promoting innovation, and nurturing quality improvement is what sets us apart."

LEARNING PRIORITIES- SURVEY FEEDBACK

The Professional Learning Survey was sent out to all staff on September 12th 2024. The initial deadline was extended to support an increase in responses. The total response rate was 31% of employees. Respondents represented 21 of Umbrella's 27 locations. The 6 sites not represented are satellite locations.

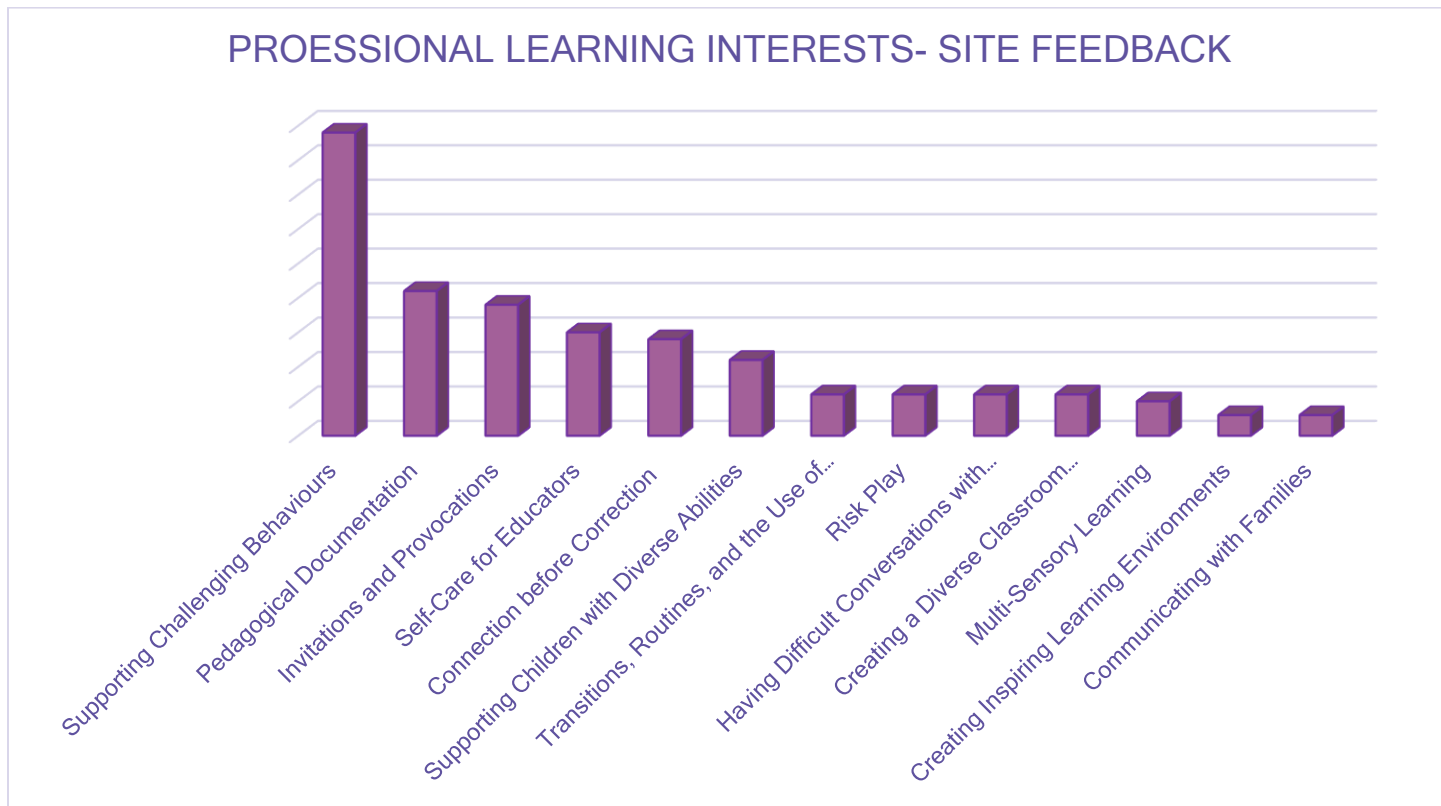
Staff were asked to select 'Yes' or 'No' indicating whether they desired more professional learning opportunities on the listed topics.

- "Yes" responses ranged from 63.04% for *Duty to Report* to 98.11% for *Supporting Children with Diverse Abilities*.
- Overall, "Yes" responses were exceptionally high, demonstrating a commitment and interest in learning amongst educators. This does however, make the data more difficult to interpret.
- To help focus on specific needs, sites were asked for additional feedback, available on page 5.



LEARNING PRIORITIES- SITE FEEDBACK

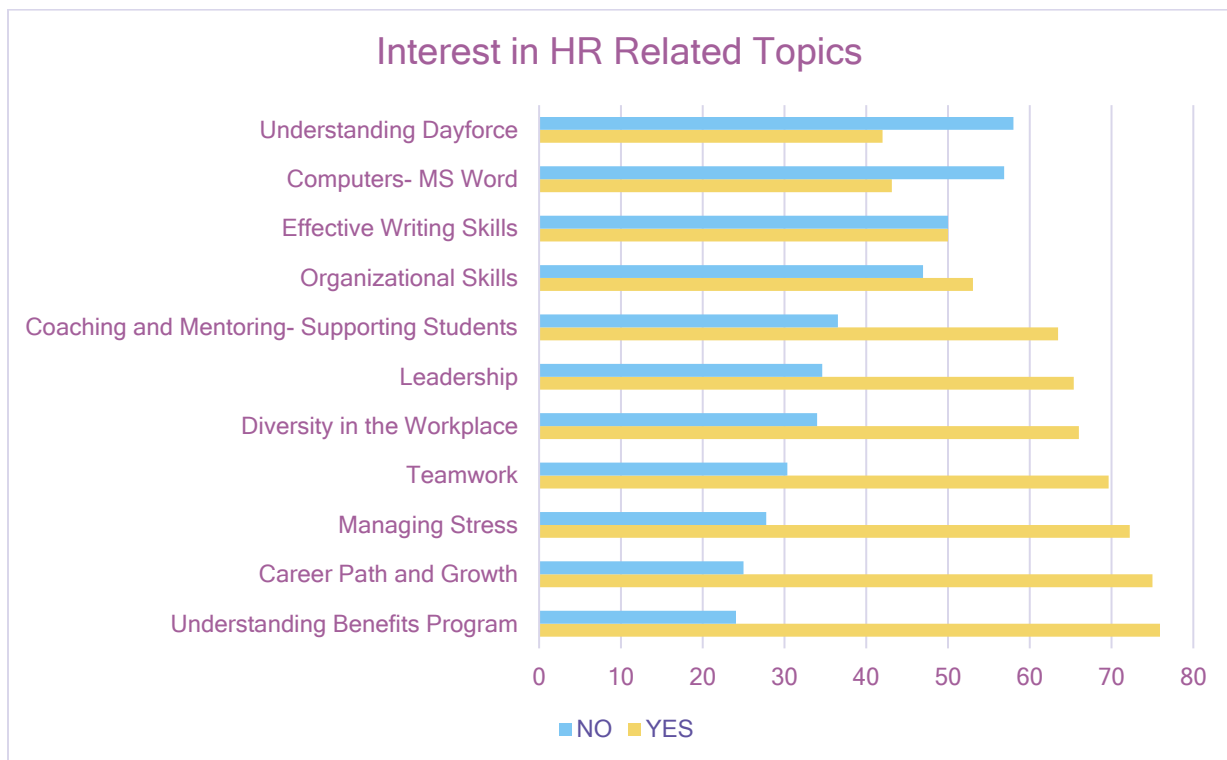
Throughout the month of November, each site was asked to prioritize various professional learning needs. This helps us to determine broader over-arching needs. Staff were asked to prioritize a list of twenty professional learning topics identifying the three that were most significant to their site. Thirteen topics were prioritized and are outlined in the chart below.



As noted above, staff are seeking significant support with challenging behaviours. We are committed to meeting this need through resources, training, and working with community partners. Educators are also looking for pedagogical support, including documentation as well as invitations and provocations.

LEARNING PRIORITIES- TRANSFERRABLE SKILLS

While a significant portion of the Professional Learning Survey focuses on the educator skillset, the survey was also utilized to determine transferable skills, leadership skills, and general workplace knowledge and support. The following 11 topics were proposed as areas for learning; the results are indicated below.



Several of the results above align with plans, programs and efforts that are already in place or underway, including opportunities for career path growth, development and skills enhancement within Umbrella, as well as Diversity in the workplace. In addition to those priorities, 2025 professional learning efforts will focus on Self-care/Managing stress, and increased awareness of the Employee Assistance Program/EAP and other benefits programs, as well as offering training to RECEs who are participating in the Mohawk College placement student program as mentors.

IMPLEMENTATION PLAN – AREAS OF FOCUS BY QUARTER

January-March 2025

- Pedagogical Documentation
- Invitations and Provocations
- Infant and Early Years Mental Health
- Supporting Challenging Behaviours
- Multi-Sensory Learning
- Coaching and Mentoring ECE Students

April-June 2025

- Self-Care for Educators, Including Umbrella's Benefits and EAP
- Seed Packet- SNR Committee- Supporting Children in Program
- NAREA Conference Atelier Workshops- Reggio Emilia Inspiration
- Trauma Informed Care

July-September 2025

- Having Difficult Conversations with Families
- Creating a Diverse Classroom Environment
- Transitions, Routines, and Visuals
- Self care, Managing Stress and Benefits awareness

October-December 2025

- Universal Design for Learning- Supporting Children with Diverse Abilities
- Supporting Challenging Behaviours
- Pedagogical Documentation- Follow Up
- Career growth and development

DETAILED IMPLEMENTATION PLAN

TOPIC	AUDIENCE	TIMELINES	DELIVERY METHOD	DEPARTMENT RESPONSIBLE
Multi-Sensory Learning	Supervisors with Transfer to Educators	December 2024- March 2025	Self-Study with Supporting Documents	PE Team
Infant and Early Years Mental Health	Supervisors and ECEs through CoP	January-June 2025	Communities of Practice	PE Team, Program Managers
Coaching and Mentoring ECE Students	All RECEs who support Mohawk College ECE Students	Started in January 2025	Webinar/Workshop offered by Mohawk College	Mohawk College, in conjunction with HR
Career Path and Growth	All Staff	Ongoing	Broader Plans related to Operational Plan to commence in the second half of 2025	PE Team Human Resources
Pedagogical Documentation	Supervisors with Transfer to Educators	January-June 2025	Supervisor Book Study in Person	PE Team, ASCY
Invitations and Provocations	All Staff	February 2025	Provocation Open House- Launch of Resource Library	PE Team
Supporting Challenging Behaviours- Part 1	All Staff	February 2025	In-Person Community of Practice	PE Team (Part 2- RJ)
Reggio Learning	Select Supervisors, PE Team, Program Managers	March 2025	NAREA Conference	ASCY, City of Hamilton

TOPIC	AUDIENCE	TIMELINES	DELIVERY METHOD	DEPARTMENT RESPONSIBLE
Reggio Inspired Invitations and Provocations	All Staff	March-July 2025	In Person Atelier and Exhibition as part of NAREA	ASCY, City of Hamilton
Career Path and Growth	All Staff	Summer 2025	Broader Plans related to Operational Plan commence in the second half of 2025	PE Team Human Resources
Self-Care and Umbrella's Employee Assistance Program (EAP)	All Staff	Summer 2025	Re-launch of the EAP and awareness of programs	Human Resources
Seed Packet Workshop- Follow Up to Shelley Moore Event	All Educators	May 2025	An In-Person event to learn more about individuality as it related to child needs	City of Hamilton Community Living Hamilton
Trauma Informed Care (Pt 2) Challenging Behaviours)	All Educators	June 2025	Community of Practice	PE Team along with Ron Joyce
Supporting Diverse Abilities- Universal Design	All Educators	Summer 2025	Community of Practice	PE Team along with Community Living Hamilton
Transitions, Routines and Visuals	All Educators	August 2025	Re-Launch of Newsletter and additional Resources	PE Team
Creating a Diverse Classroom Environment	Supervisors, Managers, PE Team	January-November 2025	City of Hamilton Working Group-ongoing	PE Team Managers City of Hamilton
Having Difficult Conversations	All Educators	October 2025	Virtual Community of Practice	PE Team with Ron Joyce

SUPPORT FROM COMMUNITY PARTNERS

Collaboration is the Key

Success is rooted in our partnerships with our team, children, families, and community partners.



Community Living Hamilton

The Program Excellence Team maintains regular contact with Community Living, ensuring caseload information is up to date and sharing learning needs at various locations.

Ron Joyce

Ron Joyce offers a variety of learning opportunities, including workshops on: sensory processing, fine motor skill development, managing challenging behaviours, making transitions fun, and understanding Autism Spectrum Disorder. We continue to rely on Ron Joyce to provide site-specific training.

Mohawk College, ECE Career Services

Human Resources and Mohawk's ECE career services team work together on Placements and ECE mentoring training throughout the year.

ASCY

Meetings are held frequently with ASCY's Professional Learning Consultants (PLCs) to support the needs of the organization. ASCY's professional learning brochure is shared amongst employees. A meeting was held in November 2024 to share the results of the Professional Learning Data collection with our PLCs to support in achieving our 2025 goals.

City Of Hamilton

The City of Hamilton has been a leader in facilitating large professional learning opportunities for staff through the Embracing the Early Years conferences. Umbrella will continue to participate in these events. The City of Hamilton also has been a leader in EDIB practices. Umbrella will continue to participate in training related to EDIB through 2025.

MEASURING IMPACT AND RESULTS

Real-Time Feedback

- All learning sessions or workshops will be followed up with an immediate pulse survey to gauge interest and next steps

Tracking Participation

- Participation will be tracked by UFCC location for all sessions and workshops to determine site specific learning and needs.

End of Year Feedback Survey

- The next Professional Learning Survey will launch in November 2025. A section of this survey will be dedicated to highlighting the various professional learning opportunities throughout 2025 and allow staff to provide feedback on whether they feel the organization met their needs.