

The background is a vibrant red color. On the left side, there is a vertical strip of overlapping geometric shapes in yellow, orange, and purple. Scattered across the red field are several circles in shades of pink, blue, and white. A large, semi-circular shape with white diagonal stripes is positioned in the bottom left corner.

**Pedagogical operating plan
for ICEC Kauniainen, 2022–2023**

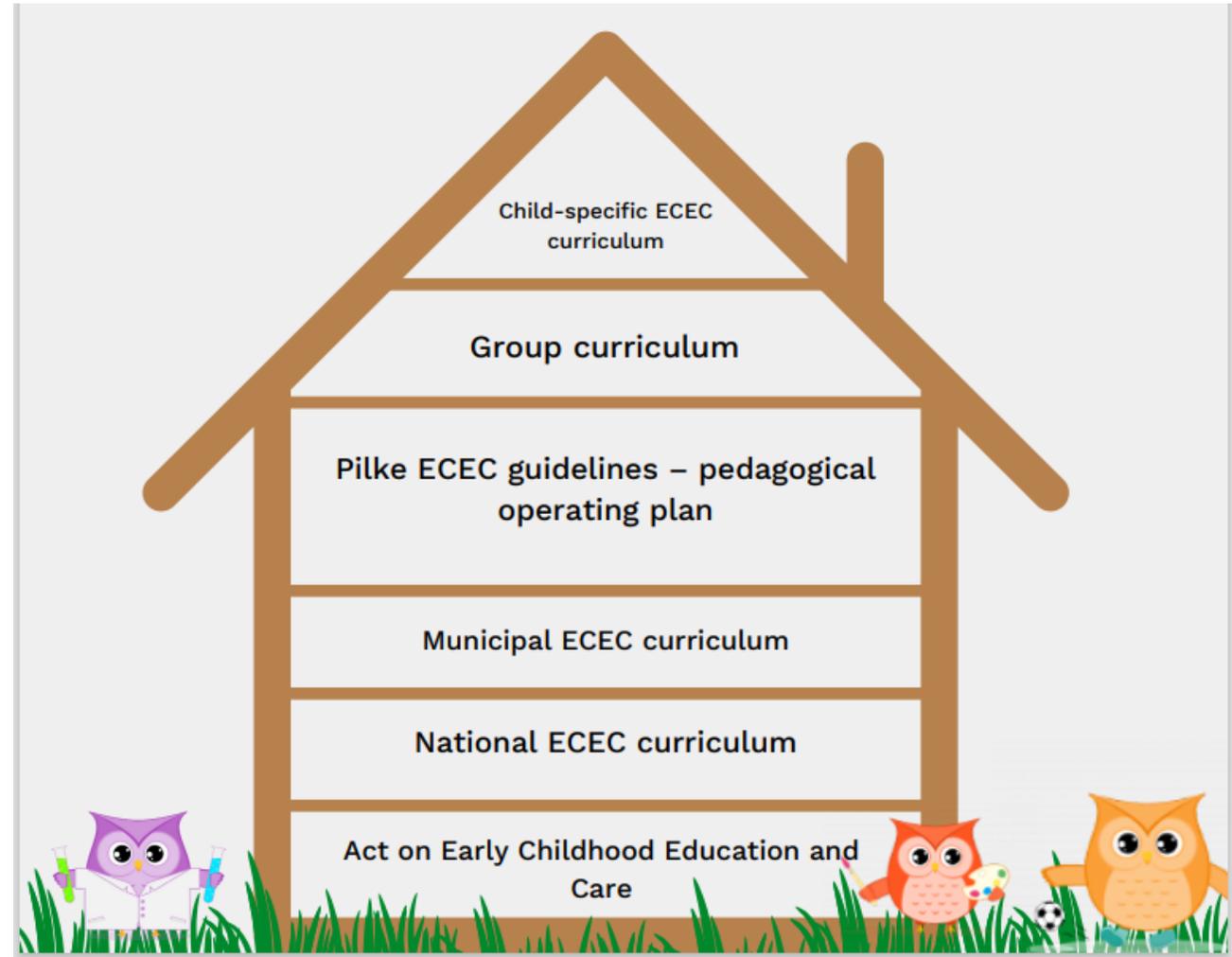
PILKE

- The unit-level pedagogical operating plan describes how Pilke's ECEC guidelines are implemented in daily activities.
- The unit's focus or theme is also included for the different areas.
- The plan is reviewed at least every six months with the evaluation tool.
- The plan is posted to the Daisy noticeboard for guardians and uploaded to the unit's private channel in Microsoft Teams.
- The plan is a pedagogical tool that steers the unit's operations throughout the operating period.

Pilke's early childhood education and care in the national framework

The ECEC operations of Pilke päivakodit Oy is based on the Act on Early Childhood Education and Care, the fundamentals of the national ECEC curriculum, and the municipal ECEC curriculum.

In addition, Pilke day-care centres have an ECEC manual that supplements the curricula. The manual is an abridged overview of Pilke's ECEC policies. The Dibber manual is also used to prepare the pedagogical operating plan.



The Pilke concept of learning



Children are seen as active builders of information at Pilke day-care centres: children filter and interpret the information they receive. Children's active inclusion is a vital part of their learning process. Besides being a process, learning takes place in interaction with the environment. Learning is the product of the child's own actions. Children structure new information according to their prior experiences, knowledge, and views. Lessons must be connected to the child's experiences and interests.



Learning requires the child to feel happy and safe. Good interactions and positive emotional experiences give children the opportunity to act according to their character. Children are naturally curious, creative, and active. They play to make sense of the world around them. Positive feedback maintains the motivation to learn and the child's self-image as a learner. Learning must be fun and motivate the child to learn more. Children are actively included in the learning process from the beginning and are allowed to influence it with their actions and ideas.

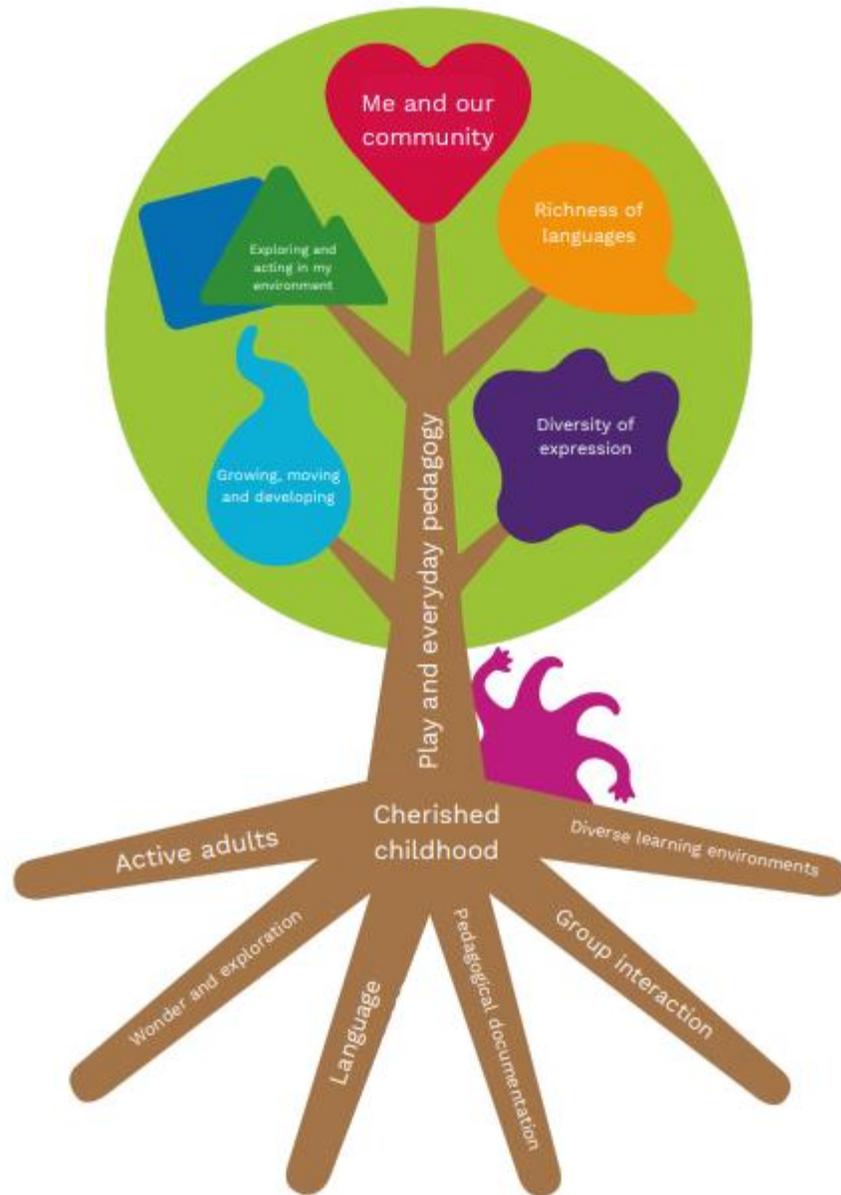
Learning tree

The “learning tree” is a framework and outline for our work.

“Cherished childhood” and “Play and everyday pedagogy” form the trunk, the body of our operations.

The leaves of the tree are the different areas of learning.

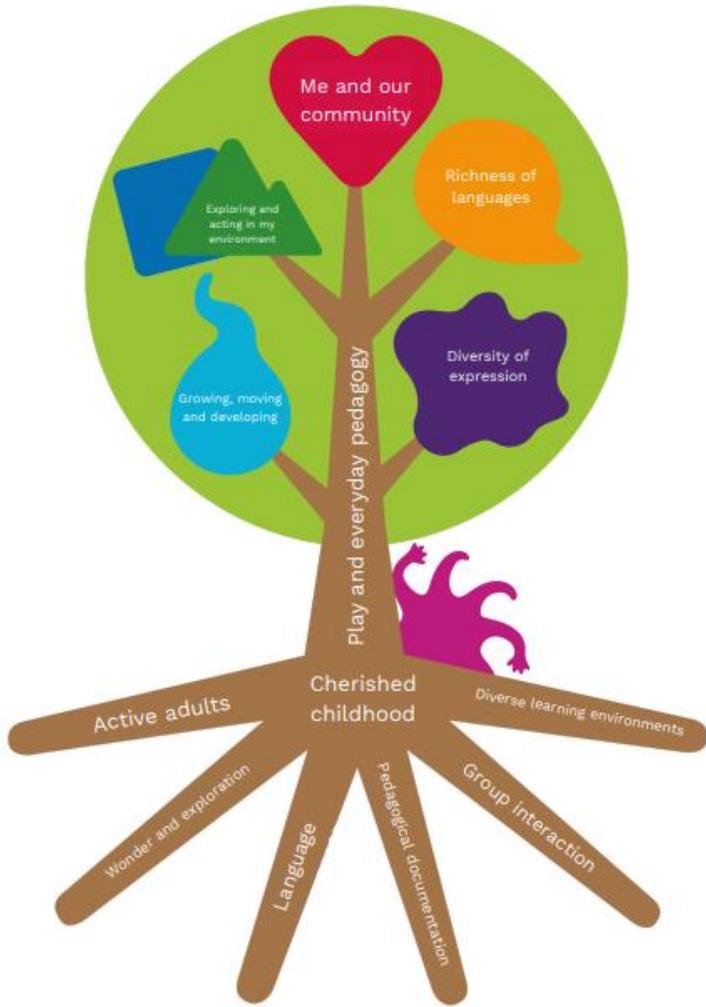
The roots of the tree are the Pilke ECEC guidelines. They describe the methods and strategies we use to provide children with a good, successful day. The roots also explain the basis of our work.



Cherished childhood

Pilke day-care centres support and protect childhood and its unique value. We see children and respect them as themselves. Our day-care centres help build a foundation for a good life and prepare children to be participating members of society. The inclusion of children in their early childhood education and care means giving them the opportunity to be heard and contribute to decisions that affect their lives and welfare. This gives children the experience of possessing adequate ability, having a relevant role, and receiving responsibility in their community. In practice, this means including the children and their guardians in both the ECEC planning process and daily functions.

Pedagogical work is based on understanding the significance of childhood and knowledge of children's growth, development, and learning. It is equally important to know each child and account for their individual development. To know a child, the relationships between personnel and children must be as permanent as possible. (National ECEC curriculum, 2022)



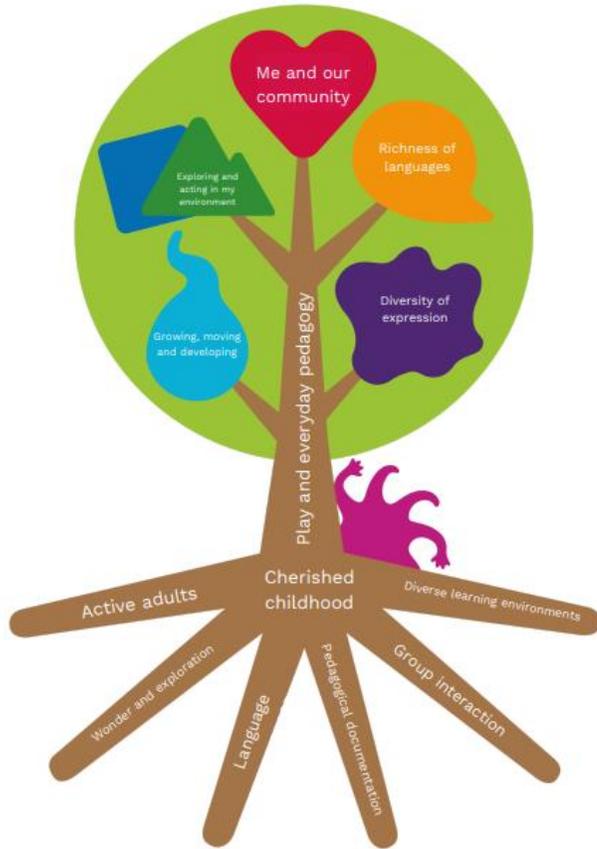
Play and everyday pedagogy

Most of a preschooler's learning takes place during play and daily activities. In everyday situations, including play, our personnel engage children as individuals, activating and motivating them to explore and express their creativity in different learning environments. Play and learning are intertwined – one often results in the other. Playful learning combines free-form play with programmed activities that vary over the course of a day.

A play-positive operating culture recognises the importance of play for children's welfare and learning. Personnel must identify factors that limit play and develop operating methods that promote playing and improve the learning environments. Space, time, and peace must be given to children's experiences, experiments, and initiatives to play. (National ECEC curriculum, 2022)

We use everyday situations for learning. Important situations include, for example, getting dressed, eating, etc. Our personnel must be quick to make good use of these moments of learning. Separate activity periods supplement the lessons learned in everyday situations.

In small group activities, pedagogical grounds are used to divide children into smaller groups. Small groups enable goal-oriented support in everyday situations for every child's growth, development, and learning. They also allow for good interaction and for the children to be approached and considered as individuals. Small groups make high-quality learning experiences possible by calming down and simplifying activities.



Active adults

Active adults interact with children. Playful learning includes many kinds of learning functions and games in which the adult's role changes over the course of the day. The children must be active participants, not just passive recipients. This requires good adult-child interaction and active participation from the child. The adult is responsible for creating the space and conditions for play, encouraging the children to play, supporting and steering the children during play, participating in play themselves, and observing how the children play. Adults must work to provide a rich and exciting day for the children with many opportunities for learning and success. Children are now explicitly seen as individuals who have their own voice, a natural curiosity, and personal experiences and thoughts. Children are not passive vessels to be filled with information. Children learn in interaction with adults while we explore and play together, acquiring new information.

Unit implementation:

The adults in ICEC Kauniainen are seen as a wide concept. All adults who come into the daycare are encouraged to be active adults: educators, assistants, parents, students and visitors.

The adults in ICEC Kauniainen place the child in the center. Children lead by showing their interests, emotions... Adults go to the child's level, observe and are aware of each child's interests, emotions etc, reflect them and enrich them. In the process adults add language and enrich activities and ideas.

One of the main tasks of each adult in ICEC Kauniainen is to provide opportunities for exploring and wondering. Adults provoke curiosity and create the right conditions for this to be possible.

Adults are models to the children, in language, emotional control, communication... Adults encourage, support and steer, provoke and provide and all this with a high tolerance for mess and mistakes!

Adults have to be sensitive to when their input is valuable and when children lead, it is a constant interaction and 'flow':



Wonder and exploration

Wonder and exploration form a sound foundation for development, learning, and happiness. The natural curiosity of children makes them little geniuses who may teach us as well. As they wonder and explore, children acquire skills for learning. They are very keen to examine everything. Even small discoveries will yield much joy.

Children's thinking and learning develop through diverse and meaningful experiences. There must be room for wondering, realisations, and the joy of learning. Children must be given space to wonder. (National ECEC curriculum, 2022)

We can support children on their journey of exploration by showing infectious enthusiasm, propelling the children towards new achievements and understanding.

Unit implementation:

In ICEC Kauniainen we want to wonder the world together with the children. Active adults are aware of the themes, topics, questions and things that interest the children at all times and are able to enrich the learning environment so that children can actively explore and find answers to their questions. We want to feed and enrich each child's natural curiosity.

Adults **EXPOSE** Adults **GUIDE** Adults create a **SAFE ENVIRONMENT**
(safe = physically, socially and emotionally)

Part of this process is to use the physical learning environment actively: make it exciting, make changes so children feel they can explore in their everyday environment.

Important areas: Stories, books & puppets; Songs & music; play; Arts & crafts; Food & baking; trips; STEM (Science, Technology, Engineering & Math); sensory activities; Sports; Emotions

Language awareness

We make it fun to learn a language! A rich vocabulary is built on making active use of concepts and words. This is vital for linguistic development.

Language-aware early childhood education and care recognises the constant presence of languages everywhere. Personnel must understand the central role of language in the development, learning, interaction, and cooperation of children, as well as in the forming of their identities and attachment to society. Making multilingualism visible supports the development of children in a multicultural world. Personnel must be aware that theirs is a model of language for the children, which requires careful attention to how they use language. Personnel must encourage children towards versatile language use. The children's linguistic abilities are taken into account, and they are given enough time and opportunities to experience different situations of language use. (National ECEC curriculum, 2022)



Unit implementation:

In ICEC Kauniainen we follow the children's interests and prepare activities that enrich their vocabulary.

Interaction is key. Interaction happens on different levels: between children, between children and educators and between educators and guardians.

Educators enrich play, games and all learning situations so that children are invited and tempted to interact and communicate more. Also daily activities and care moments are used as language-rich learning moments, regardless of the age of the children.

In ICEC Kauniainen groups are formed partly based on age, but we want to create moments in which we break this so that children of different ages play together: groups visit each other, joined reading moments, play times etc. This enhances, amongst many other things, language awareness.

Aside from focus on high-quality interaction, in ICEC Kauniainen we want to create a language-rich learning environment through the use of pictures, songs, rhymes, repetition, books and written language, body language, rich expressions,...

ICEC Kauniainen is a multicultural daycare and community, where we want to celebrate this diversity and expose children to a wealth of languages (not only English & Finnish). This can happen via music and celebrations from all over the world, joining city of Kauniainen events,... We mainly focus on the cultures present amongst families and staff.

Pedagogical documentation

Pedagogical documentation is a key working method for the planning, implementation, evaluation, and development of early childhood education and care. It is a continuous process where observations and documents, with interactive interpretation, create an understanding of pedagogical activities. Pedagogical documentation produces information about the lives, development, thinking, and interests of children. (National ECEC curriculum, 2022)

We use diverse and concrete methods to collect information about children's learning and needs, as well as the activities of their group.

Our activities' content is planned and developed according to the observations of both children and personnel, as well as children's documentation, such as photographs and drawings.

Pedagogical documentation is supported with tablets and other tools. It explains what has been done and why, and what learning objectives have been achieved.

Pedagogical documentation is required to assess the need for support and develop the support. Projects are often started based on pedagogical documentation.

Unit implementation:

Pedagogical documentation always starts from the child. The child's interests, ideas and input form the base of each child's own 'learning' as well as group-wide projects and themes. Educators and children use different tools to document and make the learning visible: drawings, pictures, videos, written anecdotes. We use the walls for displays and encourage children to build the displays themselves.

Observations are collected in each child's learning plan, which forms the base for the group's 'Team pedagogical commitment'.

Each child also gathers an own portfolio in class, which is shared with each other as well as with guardians.

In ICEC Kauniainen we also want to make learning visible to the guardians. Invitations to 'open doors' will be started during 2022-2023. We also actively use Daisy and the group phones for documenting and sharing news and pictures. We also encourage families to share important moments of the child's home life with us.

Group interaction

High-quality interaction means active and genuine presence; sensitivity to the child's emotions and thoughts. It enables safe interaction between a child, our personnel, and the guardians.

Positive and supportive personnel aid the development of children's inclusion and their capacity for sympathy and enthusiasm. A trusting and open atmosphere is conducive to a healthy community and children's learning.



Unit implementation:

In ICEC Kauniainen we want to focus on creating a positive connection between children, between children and educators and between educators and guardians. In this atmosphere there is trust and joy of learning.

As important aspects we see transparent, open communication, active and reciprocal listening as well as a feeling of 'unhurried practice'. In all groups we want to use visual support as a bridge.

As a professional team, we recognize how important the modeling behavior of the adults are: team spirit, respectful interaction, clear agreements and positive support.

Diverse learning environments

Our learning environment is founded on pedagogical grounds to be adjustable, flexible, and communal. Children navigate and act in the environment in small groups. For example, we have a music and exercise space, manual skills studio, child-oriented transformable play spaces, and staggered mealtimes in the canteen.

The environment is developed according to the children's growth and learning objectives. The children are active agents in their learning environment – they are included in the planning and building of the learning environments. Our personnel support and encourage children to create varied and inspiring learning environments. [In a play-positive learning environment, adults are learners as well. \(National ECEC curriculum, 2022\)](#)

Unit implementation:

In ICEC Kauniainen we want to use the daycare at large as well as the near (and further) environment as learning environments, which can be flexibly adjusted and 'used' according to the needs of the children.

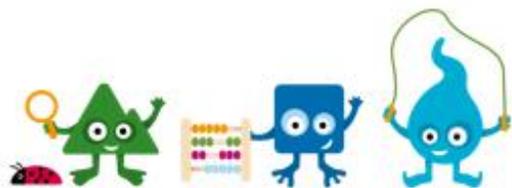
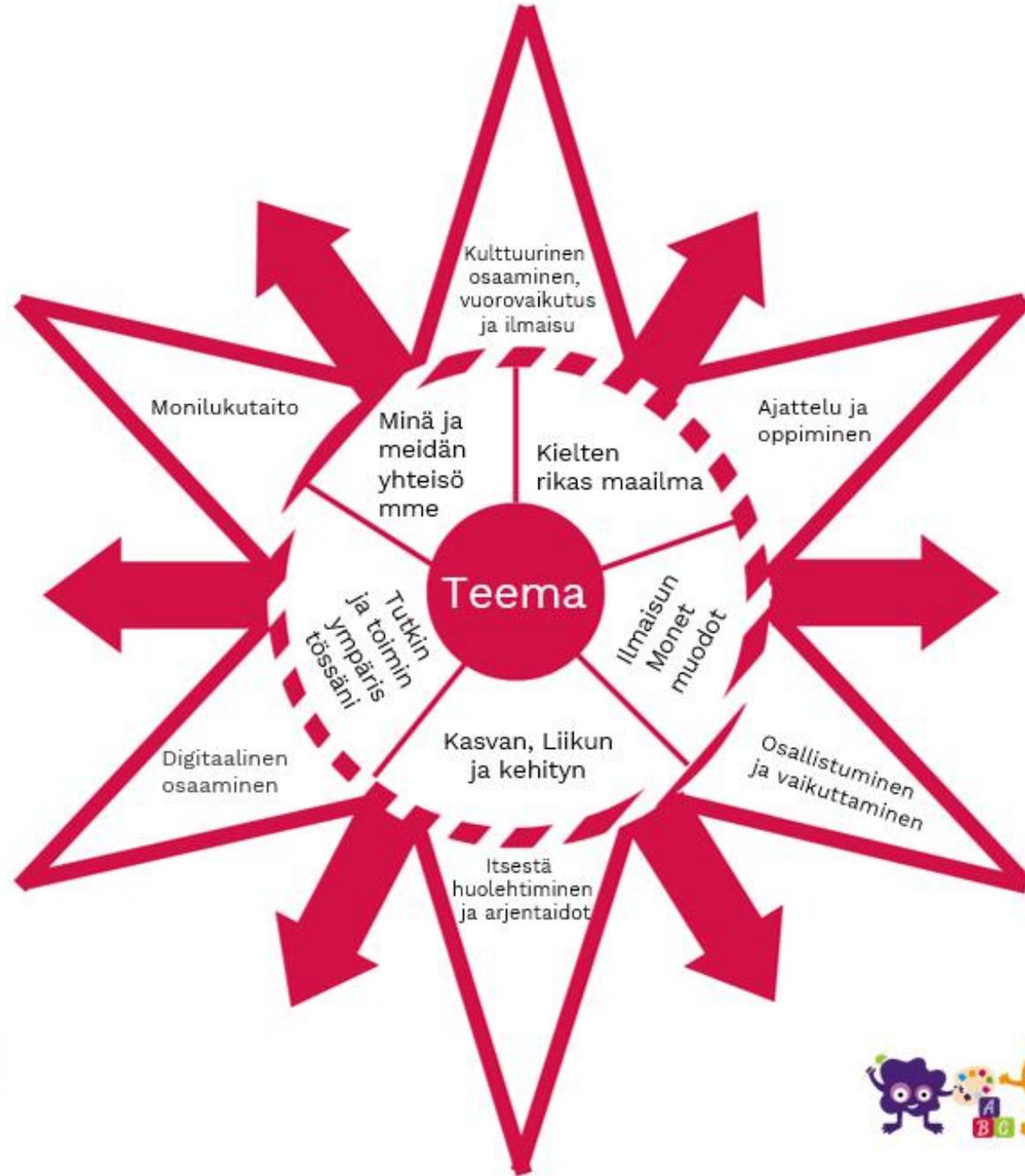
A word that we value is: **Co-creation**. Children and adults co-create their learning environments.

There is a balance between daily routines and exploring the environment at large. Each group has an own space but we also want to have groups visit each other or possibly swop spaces. We also use our own garden as learning environment as well as the close surroundings (parks, sports fields, library, swimming pool) or further surroundings (Espoo & Helsinki museums and cultural centres).

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Areas of learning and comprehensive competence



How we use the star model:

- The “star” may be used as a template for all planning or to plan an individual project.
- The theme, project name, or other core concept is placed in the middle.
- The plan, implementation, evaluation, and development are placed in the areas indicated by the arrows (differentiated by colours or other effects).
- The star model is also useful for visualising our work for families. For example, we discover the children’s interests in the early planning stages, in this case “cars”. We write “Cars” in the middle and surround the centre with ways to explore cars, planned with the children: spot cars of different colours or registration numbers on trips, craft dream cars, etc. The star is then included in the weekly or monthly digest. Any time the star is updated, it is included in the digest. This lets the families see the whole process, not just the end result.



Pilke aims to provide children with the best day for learning, every day.

We work with children with a twinkle in our eye.

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