**Group Discussion:**

*How can we share the NQF with our service?*

* Reports to management - using the NQS quality areas as headings. Could also use this for staff meetings and newsletters.
* Information packs to families with a tea bag for reading at their leisure.
* Parent NQF group once per term. Hard to keep momentum going; maybe try with an e-group?
* Have a question for comment in the rooms - for families; for staff; for children.
* Explanatory diagram of the NQA (include diagram from NQF presentation here for the group)

**Group discussion:**

*What are our challenges with the NQF?*

Keeping meetings on track...

* How do we really manage the financial and availability of qualified staff? How are we accountable?
* How do we get meetings to focus on the agenda?
* When do you get to the nitty gritty?
* How do we reduce the 'social time' at meetings and make them purposeful?
* How does WHS (Work, Health & Safety) impact on our meetings?
* How do we re-direct momentum / conversations to fit our agenda?

*What is currently our biggest challenge in undertaking the NQF?*

* How do we encourage open / honest conversations?
* How do we build courage? (suggestion - exercise book to empower self reflection for each room - start with philosophy, programming, time, focus groups, IT use to help identify strengths and needs)
* How do we provide time for ourselves to be open / honest with the team?
* How do we make time to check in / chat with everyone?
* How do we support ownership of the NQF?
* How do we share the passion?
* How do we manage the poison and pick our battles?

**World Café**

*How we support the ownership of the NQF?*

* not giving too much too soon
* pulling out the important bits
* putting information (piece by piece) on a USB stick for each staff member
* helping to educate our educators that the children are why we are here and the NQF is for the children
* time is the critical enemy...support the staff.

*How do we make time to check in with everyone?*

* 10 minute 'quick chat'...what does that really achieve, and is the expectation that you are going to fix what they are discussing?
* 1 day a month observing staff and children in the rooms. Have a focus sheet to identify areas (ie. supervision)
* time for open discussion at end of all meetings
* come in an hour early to welcome staff
* open door
* exercise books for each staff member to be used at 'quick chats' and for reflections.

*How do we share the passion?*

* to share the passion you need to be a positive role model (hands on)
* a buddy / mentor - different learning styles, personalities, skill levels
* positive (authentic) praise and affirmation - specify NQS, etc - linking to appropriate language
* knowledgeable yourself
* being open, friendly, available, accommodating, inclusive, welcoming, etc...
* shared ownership and accountability.

*How do we manage the poison and pick our battles?*

* training / inservice opportunities - out of the centre, invite other professionals to attend staff meetings
* be a positive role model with regards to being positive yourself
* don't let 'them' affect others
* be child centred - it's for the benefit of the children. Use the EYLF to support / back up what we have to say
* don't take it all on yourself, call on the 'higher powers' (eg. Management committee)
* networking
* sandwich scenario - positive / discuss 'issue' / finish with a positive or future goal.