

## Reflect + Review + Reassess = **NAEYC Renewal Process**

NAEYC Accredited Programs begin the renewal process following the submission of the 4th annual report.

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Use the Timelines for Currently Accredited Programs to determine your due dates for renewal materials.



### **Reflect** on Program and Classroom Portfolios

- Retain portfolio documentation if it reflects an ongoing practice—you don't need to start from scratch!
- Consider your program's most recent Accreditation Decision Report—where can your program make improvements?
- Update the program and classroom portfolios by reviewing the current self-assessment materials.
- Provide a brief description and share examples when necessary to reflect that your evidence is meeting the “full language” of the criteria.

### **Review** Classes and Materials for Observational Criteria

- Reflect on the children's experience with interactions, curriculum, teaching practices, and health and safety precautions within the classrooms.
- Review and update the class and program portfolios to ensure the evidence is meeting the current self-assessment materials.
- Review program policies and practices with teaching staff and families. Allow opportunities to submit questions.
- Review the pre-visit protocols and site visit protocols to fully orient yourself for the renewal site visit.
- Review the administrator information packet prior to your site visit.

### **Reassess** to Prepare for the Site Visit

- Conduct practice observations using the observable criteria tools to view classroom practices, interactions, and environments in action.
- Redistribute and collect self-assessment family and teaching staff surveys. Ensure responses are anonymous and unbiased—No coaching!
- Complete the corresponding self-assessment family and teaching staff survey results spreadsheets.
- Orient new teaching staff to the renewal process and visit.



## Strategies for Support

The Accreditation Training Center is an online resource that supports early learning programs as they engage in continuous quality improvement through NAEYC Accreditation. Whether you're interested in attending a national training, scheduling a personalized on-site training, or reviewing online resources and webinars, start here!

Contact the NAEYC Program Support Team from 9:00 am to 5:00 pm ET at 1-800-424-2460 option 3 or via email. Speak directly with your dedicated NAEYC Regional Program Support staff member by requesting a telephone consultation to answer all of your renewal questions!

Programs should be engaging with continuous quality improvement throughout their NAEYC Accreditation term.