

Dallas County Community College District  
 Brookhaven College Child Development  
 Evaluation Form for Intern & Coop Students


Student Payton Whitten Semester/Yr Fall 2018  
 Employer Bright Horizons at Legacy Course \_\_\_\_\_

*This form is to be filled out by the person(s) who have direct contact supervising the student. Check the rating and feel free to make comments below. Completed form should be signed and sent to the College Instructor via fax (972-860-4279) or e-mail (ceastro@adccd.edu)*

Skills / Attributes	RATING		
	Exemplary	Competent	Emerging
1. Dresses appropriately and professionally for the assigned job/tasks.		✓	
2. Builds trust, positive relationship and demeanor with children, parents and staff.		✓	
3. Is timely and comes to work on assigned days; notifies supervisor when he or she will be late or absent.			✓
4. Communicates effectively, both written and verbally.		✓	
5. Maintains confidentiality regarding ALL issues and reports information to ONLY those on a NEED to KNOW basis.		✓	
6. Focuses on their work and does not allow personal problems or issues affect his or her performance.		✓	
7. Shows willingness to go above and beyond the minimum.	✓		
8. Is enthusiastic in performing job duties and requests.	✓		
9. Exhibits developmentally appropriate interactions with children.		✓	
10. Demonstrates confidence in approaching job/tasks assigned and asks for help when necessary.		✓	
11. Demonstrates understanding of the teaching/learning process for young children.		✓	
12. Demonstrates emerging leadership skills needed for an early childhood professional.		✓	

Additional comments concerning basic skills / attributes (attach additional pages if necessary): (Supervisors are encouraged to explain unsatisfactory ratings)

I affirm the above ratings and have shared information and concerns to student and college instructor:

 11/30/18  
 Supervisor Signature & Date

Dallas County Community College District  
 Brookhaven College Child Development  
 Evaluation Form for Intern & Coop Students

Student Reyton Whiteley Semester/Yr Fall 2018  
 Employer Brighton Zions @ Legacy Course CDEC 2380

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Skills / Attributes	RATING		
	Exemplary	Competent	Emerging
1. Dresses appropriately and professionally for the assigned job/tasks.	✓		
2. Builds trust, positive relationship and demeanor with children, parents and staff.	✓		
3. Is timely and comes to work on assigned days; notifies supervisor when he or she will be late or absent.		✓	<del>Emerging</del>
4. Communicates effectively, both written and verbally.	✓		
5. Maintains confidentiality regarding ALL issues and reports information to ONLY those on a NEED to KNOW basis.	✓		
6. Focuses on their work and does not allow personal problems or issues affect his or her performance.	✓		
7. Shows willingness to go above and beyond the minimum.	✓		
8. Is enthusiastic in performing job duties and requests.	✓		
9. Exhibits developmentally appropriate interactions with children.	✓		
10. Demonstrates confidence in approaching job/tasks assigned and asks for help when necessary.	✓		
11. Demonstrates understanding of the teaching/learning process for young children.	✓		
12. Demonstrates emerging leadership skills needed for an early childhood professional.	✓		

Additional comments concerning basic skills / attributes (attach additional pages if necessary): (Supervisors are encouraged to explain unsatisfactory ratings)  
Reyton is a very hard worker and does / gets a lot done, but she just needs to work on her attendance.

I affirm the above ratings and have shared information and concerns to student and college instructor:

Emilee Alexander 11/29/18  
 Supervisor Signature & Date