

Educational Management and Sustainable Development of Early Childhood Settings (ECE334)

Year of Study: HD Year 2
Term of Study: Term 1

Required Reading

- Education Bureau (2013). *School self-evaluation manual*. Retrieved 1 November, 2013, from: http://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/quality-assurance-framework/sse/SSE_Manual_Eng.pdf
- Education Bureau, *Education Ordinance* (2013).
<http://www.edb.gov.hk/mobile/en/about-edb/press/legco/edu-ordinance/index.html>
- Education Bureau and Social Welfare Department, *Performance indicators (Pre-primary institutions)*. Retrieved 1 November, 2013, from:
<http://www.edb.gov.hk/en/sch-admin/sch-quality-assurance/performance-indicators/kg/domains/index.html> (X)
<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/quality-assurance-framework/performance-indicators-pre-primary-institutions/index.html>
- Education Bureau and Social Welfare Department (2006). *Operation manual for pre-primary institutions*. Hong Kong: The Education and Manpower Bureau. Retrieved 15 October, 2013, from: http://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/about-preprimary-kindergarten/Operation%20Manual_eng.pdf (X)
https://www.edb.gov.hk/attachment/en/edu-system/preprimary-kindergarten/overview/Operation_Manual_eng.pdf
- Harms, T., Clifford, R.M. & Cryer, D. (2004). *Early childhood environment rating scale revised (ECERS-R)*. New York, NY: Teachers College Press.
Chi: LB2822.6 H3712 2013
LB2822.6 S95 2011 LB2822.6 S95 2011 c.2 LB2822.6 S95 2011 c.3
LB2822.6 S95 2011 c.4 LB2822.6 S9512 2014
E-books: <http://10.137.0.221:8080/cgi-bin/koha/catalogue/detail.pl?biblionumber=5506>
- Harms, T., Cryer, D. & Clifford, R.M. (2006). *Infant/toddler environment rating scale*. New York, NY: Teachers College Press.
Rev: HV854 H353 2006 HV854 H353 2006 c.2 HV854 H353 2006 c.3
HV854 H353 2006 c.4
3rd: HV854 H353 2017 HV854 H353 2017 c.2
Chi: HV854 H37 2013
- Labour Department, Occupational safety and health ordinance, Chapter 509
Retrieved 1 November, 2013, from:
<http://www.labour.gov.hk/eng/legislat/content4.htm>
- Miller, L. & Cable, C. (2010). *Professionalization, leadership and management in the Early Years*. New York, NY: Sage. **LB1139.23 P7565 2011**

E-book: <http://10.137.0.221:8080/cgi-bin/koha/catalogue/detail.pl?biblionumber=5440>

- Penn, H. (2011). *Quality in early childhood services: An International Perspective*. Maidenhead, UK: Open University Press. **LB1139.23 P46 2011**
EBScohost: Yes

Supplementary Reading

- Chu, M. (2014). *Developing mentoring and coaching relationships in early care and education: A reflective approach*. London, UK: Pearson. **LB1775.6 C48 2014 LB1775.6 C48 2014 c.2**
- Freeman, N.K., Decker, C.A. & Decker, J.R. (2013). *Planning and administering early childhood programs*. London, UK: Pearson. **LB1139.25 D43 2013**
- Hearn, P.F. & Hildebrand, V. (2010). *Management of child development centers (7th ed)*. London, UK: Pearson. **LB2822.7 H55 2011 LB2822.7 H55 2015**
- Murray, J. & Clark, R.M. (2013). Reframing leadership as a participative pedagogy: the working theories of early years professionals. *Early Years: An International Research Journal*, 33(3), 289-301.
- Penn, H. (2011). *Quality in early childhood services: an international perspective*. Maidenhead, UK: Open University Press.
online &pdf:
<https://www.tandfonline.com/doi/full/10.1080/09575146.2013.781135>
- Rodd, J. (2006). *Leadership in early childhood (3rd Ed.)*. Crows Nest, Australia: Allen & Unwin. **2nd: LB1776.4.A8 R63 1998**
3rd: LB1776.4 A8R63 2006 LB1776.4 A8R63 2006 c.2
4th:LB1776.4 A8R63 2013
- Sciarra, D.J., Dorsey, A.G., Lynch, E. & Adams, S. (2012). *Developing and Administering a Child Care and Education Program*. Wadsworth, OH: Cengage Learning. **HQ778.63 S35 2013**

Additional readings, including recent journal articles relevant to this course, will be presented to the students along with relevant websites, video clips, newspaper cuttings and other current documentation.