

SET A 'SMART' TARGET

'SMART' Targets are specific, measurable, achievable, relevant and time bound. Use this template to generate a 'SMART' target from your initial draft.

INITIAL Target	What do you want the child to do? What do you have in mind?
S SPECIFIC	Is the language used clear? Does the target describe exactly what the child will be able to do to be successful? Have you used such words as 'Point to', 'Look towards', 'Reach', 'Copy', 'Find', 'Match', 'Give', 'Label', 'Follow'. Have you avoided words such as 'Identify', 'Understand', 'Listen', 'Know', 'Enjoy'.
M MEASURABLE	How will it be known that the target has been achieved? How often does the child need to do it? Eg: x times pers session, daily, 3/5 times, 70% of occasions? How will you monitor progress? Have you avoided words such as 'increase', 'develop', 'improve'?
A ACHIEVABLE	Is the target realistic within the time scale, compared to the child's current attainment/behaviour? Will the child be able to achieve it independently, with adult support...eg: verbal prompts, visual cues?
R RELEVANT	What long term outcome is it linked to? Is the target a key skill for the child ? Is it a key skill? Will it make a difference to the child if they can do this?
T TIME-BOUND	What is the time frame? Is it achievable in the given time frame? How will you monitor progress?
SMART GOAL	Review what you have written in the first box, and re-write the target, considering any additional information or adjustments that the questions above have identified.