



Cowley Hill Primary School



Early Years Foundation Stage Policy 2013

Early Years Foundation Stage Policy



The Early Years Foundation Stage (EYFS) applies to children from birth to the end of the Reception year. At Cowley Hill Primary School children join the Reception class in the year that they turn five. In partnership with parents and carers we enable the children to begin the process of becoming active learners for life.

We endeavour to ensure that children *"learn and develop well and kept healthy and safe."* We aim to support children in their learning through *"teaching and experiences that give children the broad range of skills that provide the right foundation for good progress through school and in life."*

(Statutory Framework for the EYFS 2012)

The EYFS is based upon four principles:

- A unique child – developing resilient, capable, confident and self-assured individuals.
- Positive relationships – supporting the children in becoming strong and independent.
- Enabling environments – where opportunities and experiences respond to the individual needs of the child by developing a strong partnership between practitioners, parents/carers and the child.
- Learning and developing – an acknowledgement that children learn in different ways and at different rates.

A Unique Child

We recognise that every child is a competent learner who can be resilient, capable, confident and self-assured. We recognise that children develop in individual ways, at varying rates. Children's attitudes and dispositions to learning are influenced by feedback from others; we use praise and encouragement, as well as celebration/sharing assemblies and rewards, to encourage children to develop a positive attitude to learning.

Inclusion/Special Educational Needs (SEN)

All children and their families are valued at Cowley Hill Primary School. Children are treated as individuals and have equal access to all provisions available. All children are encouraged to achieve their personal best and planning is adapted to meet the needs of all groups and abilities. Assessments take into account contributions from a range of perspectives to ensure that any child with potential special educational needs is identified at the earliest possible opportunity. Early identification of special needs is crucial to enable staff to support the development of each child. Concerns are always discussed with parents/carers at an early stage and the schools SENCo is called upon for further information and advice.

We meet the needs of all our children through:

- Planning opportunities that build upon and extend children's knowledge, experience and interests, and develop their self-esteem and confidence.
- Using a wide range of teaching strategies based on children's learning needs.
- Providing a wide range of opportunities to motivate and support children and to help them to learn effectively.
- Providing a safe and supportive learning environment in which the contribution of all children is valued.



- Using resources which reflect diversity and are free from discrimination and stereotyping.
- Planning challenging activities for children whose ability and understanding are in advance of their language and communication skills.
- Monitoring children's progress and taking action to provide support as necessary.

Dyslexia friendly

In order to accommodate the individual's particular learning style lessons will be planned wherever possible in a multi-sensory way so that the various activities will cater for all pupils in the spirit of inclusion. There will also be a consideration of how to record lesson outcomes so that the pupil is offered a variety of methods and is not inhibited by any specific difficulty.

Welfare

It is important to us that all children in the school are 'safe'. We aim to educate children on boundaries, rules and limits and to help them understand why they exist. We provide children with choices to help them develop this important life skill. Children should be allowed to take risks, but need to be taught how to recognise and avoid hazards. We aim to protect the physical and psychological well-being of all children.

"Children learn best when they are healthy, safe and secure, when their individual needs are met and when they have positive relationships with the adults caring for them."

At Cowley Hill School we understand that we are legally required to comply with certain welfare requirements as stated in the Statutory Framework for Early Years Foundation Stage 2012. We understand that we are required to:

- Promote the welfare and safeguarding of children.
- Promote good health, preventing the spread of infection and taking appropriate action when children are ill.
- Manage behaviour effectively in a manner appropriate for the children's stage of development and individual needs.
- Ensure all adults who look after the children or who have unsupervised access to them are suitable to do so.
- Ensure that the premises, furniture and equipment is safe and suitable for purpose.
- Ensure that every child receives enjoyable and challenging learning and development experiences tailored to meet their needs.
- Maintain records, policies and procedures required for safe efficient management of the setting and to meet the needs of the children.

Positive Relationships

At Cowley Hill we recognise that children learn to be strong and independent from secure relationships. We aim to develop caring, respectful, professional relationships with the children and their families.

Parents as Partners



We recognise that parents are children's first and most enduring educators and we value the contribution they make. We recognise the role that parents have played, and their future role, in educating the children. We do this through:

- Daily inviting parents to spend 20 minutes in the morning working with their child during 'busy fingers.'
- Talking to parents about their child before their child starts in our school.
- The children have the opportunity to spend time with their teacher before starting school during transfer sessions.
- Support children through the transition from pre-school to Reception with the children attending part time during the first week. This is also to support staff and parents in getting to know each other as well as the children.
- Inviting all parents to an induction meeting during the term before their child starts school and again during the first half term of the child's Reception year in order to detail how we aim to work with their child particularly in relation to reading and phonics.
- Encouraging parents to talk to the child's teacher if there are any concerns. There is a formal meeting for parents twice a year at which the teacher and the parent discuss the child's progress in private with the teacher. Parents receive a report on their child's attainment and progress at the end of each school year.
- Arranging a range of activities throughout the year that encourage collaboration between child, school and parents: celebration assemblies, school visits, subject evenings.
- Providing parents an opportunity to celebrate their child's learning and development by completing "magic" moments which informs planning and provision.
- Ensuring all parents know that their child's teacher and teaching assistant are their key workers.

Enabling Environments

We aim to create an attractive and stimulating learning environment where children feel confident, secure and challenged. The children have daily access to an indoor and outdoor environment that is set up in discrete areas of learning with planned continuous provision. Effective learning builds and extends upon prior learning and following children's interest.

Effective planning is informed by observations of the children to ensure we follow their current interests and experiences. These observations are recorded in the children's individual learning journals. Play based learning is paramount and children direct their own learning from carefully planned opportunities provided by staff. Staff will enhance play and extend as needed to further individual learning.

Learning and Development

Teachers and teaching assistants provide the curriculum in the reception classes of up to a class size of 30 children. There are three teachers and seven teaching assistants, five of which are full time. Two



teaching assistants hold a level 3 qualification in child care. By 2014 all full time teaching assistants will have a level 3 qualification. One teaching assistant holds a level 3 qualification in special educational needs.

There are seven areas of learning and development of which three are “prime areas” and four “specific areas.”

The prime areas are

- Communication and language (CL)
- Physical development (PD)
- Personal, social and emotional development (PSED)

The specific areas are

- Literacy (L)
- Mathematics (M)
- Understanding of the world (UW)
- Expressive arts and design (EAD)

Through careful assessments and observations, including information provided by parents and other settings, children’s development levels are assessed. The balance will shift towards a more equal focus on all areas of learning as children grow in confidence and ability within the three prime areas. However, if a child’s progress in any prime area gives cause for concern, staff will discuss this with the child’s parents and/or carers and agree how to support the child. This may also include a discussion with the SENCo in order to access Special Educational Needs support.

At Cowley Hill:

“Each area of learning and development is implemented through planned, purposeful play and through a mix of adult-led and child-initiated activity. Play is used as an essential part children’s development, building their confidence as they learn to explore, to think about problems, and relate to others. Children learn by leading their own play, and by taking part in play which is guided by adults. There is an on-going judgement to be made by practitioners about the balance between activities led by children, and activities led or guided by adults. Practitioners must respond to each child’s emerging needs and interests, guiding their development through warm, positive interaction. As children grow older, and as their development allows, it is expected that the balance will gradually shift towards more activities led by adults, to help children prepare for more formal learning, ready for Year 1.” (Statutory Framework for EYFS 2012)

Planning and guided children’s activities will reflect on the different ways that children learn and reflect these in their practice. At Cowley Hill we support children in using the three characteristics of effective teaching and learning. These are;

- **Playing and exploring** - children investigate and experience things, and ‘have a go.’
- **Active learning** - children concentrate and keep on trying if they encounter difficulties.



- **Creating and thinking critically** - children have and develop their own ideas, make links between ideas, and develop strategies for doing things.

(Taken from statutory framework for the EYFS 2012)

Equal Opportunities

All members of the school are treated as individuals. We aim to meet the needs of all, taking account of gender, ability, ethnicity, culture, religion, language, sexual orientation, age, special educational needs, disability, and social circumstances. All staff are aware of the need for the curriculum to reflect cultural diversity and the need to prepare pupils for life in a diverse and multi-faith society.

Health and Safety

At Cowley Hill there are clear procedures for assessing risks which include procedures for keeping children safe during outings and for any aspects of the environment or provision that may require a further risk assessment. In addition to this, an annual risk assessment is conducted of the EYFS (see EYFS risk assessment) and there are safeguarding and child protection policies which detail information and procedures to ensure the safety of the children.

In line with the EYFS statutory framework 2012, at Cowley Hill we undertake;

- A whole school medicines policy ensuring that there are systems in place to ensure that medicines and the systems for obtaining information about a child's needs for medication are kept up to date. Medicines will not be administered unless they have been prescribed by a doctor, dentist, nurse or pharmacist. Training is provided for staff where the administration of medicine requires medical or technical knowledge. Medicines (both prescription and non-prescription) are only administered to a child where written permission for that particular medicine has been obtained from the child's parent and/or carer. At Cowley Hill a written record is kept each time a medicine is administered to a child and informs the child's parents and/or carers on the same day. (Statutory framework for EYFS 2012)
- Fresh drinking water is available at all times.
- Children's dietary needs are recorded and acted upon when required.
- Each classroom has a snack and sink area that can provide healthy snacks and drinks. All EYFS staff will have received level 2 food hygiene training by September 2013.
- A first aid box is accessible at all times and a record of accidents and injuries is kept. As of September 2013 all EYFS staff will hold the paediatric first aid qualification. Currently three teaching assistants hold this. Accidents are reported to parents through letters. Head injury letters are written on red paper and are hand given to parents by an adult.
- A health and safety policy and procedures which cover identifying, reporting and dealing with accidents, hazards and faulty equipment.
- A fire and emergency evacuation procedure and policy.
- A safeguarding policy stating how mobile phones and cameras are to be used and stored securely whilst children are in the setting. Cameras that are used in school must not be used for staff own personal use.



- Appropriate clothing, in particular in relation to the wearing of heels (stilettos or a heel that comes to a point). Staff are expected to wear clothing that supports them in getting to a child's level and playing and engaging with children at floor level.

Transition

Entering Nursery and Reception

During the summer term prior to children's entry to the Nursery and Reception the following procedures have been put into place in order to ensure a successful transition.

- Parents are invited to a meeting to ensure they know about the school procedures and to discuss any concerns they have. They also have the opportunity to meet their child class teacher and the adults that work within the setting.
- The teacher will visit children in pre-school settings in Summer 2.
- For children joining the reception classes from different settings their new teachers will visit them in their nursery settings in summer 2.
- In the last 3 weeks of summer 2 the nursery and reception children at Cowley Hill will have free flow during C.I.L. Prior to this nursery children who are joining the reception class will visit with their key workers.
- All new children and parents are invited to a SPLAT session in summer 2.
- Over the summer holidays children are encouraged to make an 'all about me' book. This is used to inform planning in the autumn term and to support transition.
- Children who require additional support will have extra visits to the reception or their year 1 class in order to achieve a smooth transition.
- All new parents will be offered a home visit from their child's class teacher and key worker at the beginning of the academic year.
- All children will be asked to share their learning journals with their new key workers.



- During week 1 of the new academic year reception staff will carry out home visits to all new children. Children will then begin full time as of week 2.
- Nursery children will have a further SPLAT session with their parents in September.
- During the first two terms children will have their lunch time play on the FS playground with nursery.

Moving from Reception to Year 1

During the final term in Reception the EYFS Profile is completed for each child. The profile provides parents, carers, teachers and staff with a well-rounded picture of a child's knowledge, understanding, abilities and progress. Against the seventeen learning goals children are judged to be emerging, expected or exceeding these. Year 1 teachers are given a copy of the Profile report along with a short commentary on each child's skills and abilities in relation to the three characteristics of learning.

Reception and year 1 teachers will arrange a transition meeting in order to discuss where each child is now and what they need next. Year 1 teachers will be given the learning journals in order to inform their planning for September.

Prior to children beginning year 1 the year 1 teachers will spend time with the children within the unit, getting to know the children. The reception children will visit their new classroom with their key workers at the end of summer 2.

In September the new year 1 children will return to the foundation stage unit and will be greeted by their key workers and year 1 teachers. During the day the children will go to their new classes and their key workers will stay for the day with them.

On day 2 children will arrive at their new classrooms in year 1 and be greeted by their teachers and key worker. The key workers will judge how settled the children are and when it would be appropriate time to leave them.

For the first half term in year 1 the reception timetable is adopted and still heavily focuses on child initiated learning.