



FOUNDATION STAGE POLICY

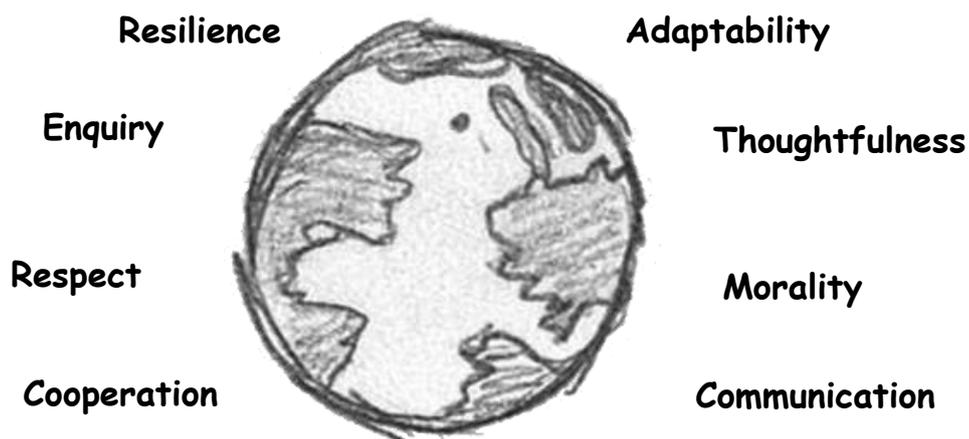
VISION STATEMENT/ SCHOOL AIMS

At Boothferry Primary School our multi-cultural community places family at its core.

Our innovative, international curriculum provides opportunity and experiences that enable our children to become ambitious, resilient learners.

All members of our school community aspire to achieve their full potential. This ensures that all children make the best possible progress from their starting points and are supported to achieve high level academic skills.

We recognise and appreciate our responsibilities for ourselves and the wider world.



Aims

This policy aims to ensure:

- That children access a broad and balanced curriculum that gives them the broad range of knowledge and skills needed for good progress through school and life
- Quality and consistency in teaching and learning so that every child makes good progress and no child gets left behind
- Close partnership working between practitioners and with parents and/or carers
- Every child is included and supported through equality of opportunity and anti-discriminatory practice

Introduction

The Foundation Stage applies to children aged from birth to five years old (end of the reception year). In our school, children can enter the foundation unit when they are three years old and join



the nursery (F1), or the reception classes (F2) in the year in which they turn five years old. A vast majority of nursery children continue their foundation education within the school's reception classes. Compulsory education for young children begins at the start of the term after their fifth birthday. Within the Nursery, places are allocated on a 15hour basis, school work with parents to try and offer parents the flexibility they need when allocating sessions. Occasionally, where space allows parents may be given the option to purchase additional sessions for their child. We also offer a number of places for nursery children to stay for the lunch time period (with a meal provided at a charge of £3.00 a session). Reception children attend full-time education from the September at the start of their reception year.

This policy is based on requirements set out in the [2017 statutory framework for the Early Years Foundation Stage \(EYFS\)](#).

Our Foundation Stage Unit:

Our Foundation stage unit consists of three classes; Nursery, Reception R and Reception H. Children within all three classes have access to the full unit (3 classrooms), our creative area and our outdoor area, in all weathers. There are three qualified teachers and seven support staff who interact daily with children across the unit; supporting, scaffolding, challenging and extending their learning through a range of adult-directed and child-initiated learning pathways. A child's key person is their class teacher. Transition from Nursery into Reception is seamless as teaching staff know and understand each unique child and are able to accurately meet and facilitate the next steps along their learning journey.

Admissions:

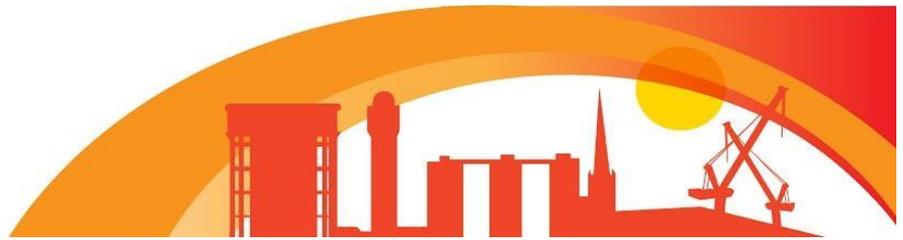
Admission to Nursery:

Places are allocated on a first come, first served basis in the order of the returned completed nursery option forms in the summer term. **Allocated places that are not taken up straight away within the first two weeks of the term or where a child has an unauthorised absence of two weeks will be given to the next child on the waiting list.**

Admission to Reception Class:

The school follows the Local Authority Infant and Primary Schools 'Guidance for Schools' policy. Places must be applied for through the local authority portal.

The foundation stage is a crucial period in a young child's life establishing firm foundations for their future education, achievements and well-being. The school's foundation stage follows the clear aims and guidance of the Early Years Foundation Stage (EYFS) to ensure that all the children achieve the *Every Child Matters* outcomes of staying safe, being healthy, enjoying and achieving, making a positive contribution, and achieving economic well-being. The framework allows for continuing quality and consistency of early years education within the school and an overall ethos of reflection and evaluation of practice. The Statutory framework for the EYFS forms the back bone of the principles and practice throughout the foundation stage at Boothferry Primary School. The foundation unit adheres to the legal requirements set out in the statutory framework to ensure learning and



development as well as welfare requirements are met and achieved.

Aims and objectives

The aim of the foundation stage is that every child should have the best possible start to their education, laying firm foundations for learning, achievement and well-being for their future education in order for them to achieve their full potential and be ready for school. Their early experiences have a major impact on their future chances. The foundation stage aims to offer a safe, secure and happy environment for young children in which they can personally succeed in their own right with the support and encouragement of the various adults around them.

Our objectives in the foundation stage are:

To set standards for learning: ensuring that every child progresses, making the most of their abilities and talents in order to reach their potential.

Provide for equality of opportunity: ensuring no child is disadvantaged whatever their background (religion, cultural, medical or social).

Create a partnership: for working with parents and other professionals between all settings that the children attend in order for them to develop their capabilities and potential (such as child minders, other foundation settings, speech and language support, EAL support, social services etc...).

Improving quality and consistency: providing clear standards and expectations and ending the distinction between care and learning. Moderation and monitoring of teaching and learning is an ongoing process and shared between the foundation unit staff, other foundation unit settings and other staff within the school where appropriate.

To plan for the individual needs and interests of the child: This is informed by ongoing observational assessments and allows for a flexible approach to planning providing rich and personalised learning experiences. Planning is built around prior knowledge of the child and their abilities, talents and interests.

The 4 main themes set out in the EYFS (A unique child, positive relationships, enabling environments and learning and development) underpin the planning, assessment and practice of the foundation unit .

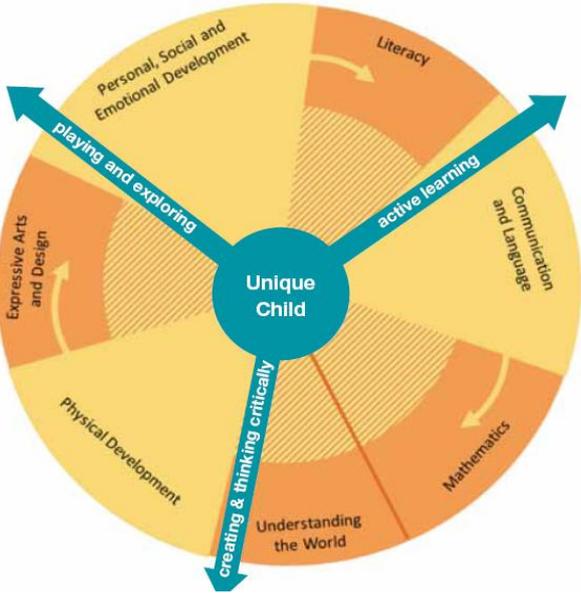


The Unique Child reaches out to relate to people and things through the **Characteristics of Effective Learning**, which move through all areas of learning.

- playing and exploring
- active learning
- creating and thinking critically

Children develop in the context of relationships and the environment around them.

This is unique to each family, and reflects individual communities and cultures.



Prime areas are fundamental, work together, and are move through to support development in all other areas.

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

Specific areas include essential skills and knowledge for children to participate successfully in society.

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

Teaching and learning style

At Boothferry Primary School we believe each Unique Child reaches out to relate to people and things in a variety of ways. The Early Years curriculum acknowledges this and describes this as **Characteristics of Effective Learning**, these characteristics are broadly defined under three headings; playing and exploring, active learning, creating and thinking critically. Each of these aspects supports a child’s development through all areas of learning. Our understanding of each child and their unique learning skills enables us, throughout the foundation stage, to utilise a wide variety of teaching and learning strategies in order for the children to learn, progress and enjoy their experiences. The principle aim is to develop the children’s knowledge, skills and understanding throughout the curriculums seven areas of learning. These are divided into three prime areas of learning:

Communication and Language; Personal, Social and Emotional Development and Physical Development. As well as the four specific areas: **Literacy; Mathematics; Understanding the World and Expressive Arts and Design.**

Children are taught and learn through child/self-initiated play, teacher initiated activities and teacher led activities. Children’s self-initiated learning is facilitated through carefully planned and continually enhanced areas of provision (i.e. maths area, office/writing area, construction area, water and sand, role-play, music, computers etc...). Continuous observations enable practitioners in the unit to scaffold, make assessments and plan for future learning. Other learning takes place through more structured teacher initiated and teacher led activities. Children experience some short whole class/group sessions and may work within small groups. All foundation stage children are given many chances to talk, share ideas and review what they are learning and have achieved. Children use a wide range of ICT to support and enhance their learning throughout the seven areas of learning.

Across the Foundation Stage unit, children have a wide range of abilities, and the foundation unit provides suitable learning opportunities for all children by matching the challenge of the activities and provisions offered to the ability of the child. This is achieved through a range of



strategies, effective tracking and next steps. The areas of provision provide resources and experiences for both nursery and reception children and they are enhanced to reflect the children's needs and interests, and provide challenge. In some lessons learning opportunities are provided through differentiated group work. Teaching assistants and nursery nurses are used to support some children, provide effective intervention and to enable work to be matched to the needs of individuals.

Foundation Stage Planning and the Curriculum

The majority of the planning which takes place within the foundation stage takes place in-the-moment. We work this way because:

“Babies and young children are experiencing and learning in the here and now, not storing up their questions until tomorrow or next week. It is in that moment of curiosity, puzzlement, effort or interest – the ‘teachable moment’ – that the skilful adult makes a difference. By using this cycle on a moment-by-moment basis, the adult will be always alert to individual children (observation), always thinking about what it tells us about the child’s thinking (assessment), and always ready to respond by using appropriate strategies at the right moment to support children’s well-being and learning (planning for the next moment).”

From National Standards document Learning, Playing and Interacting P.22 - 23

The revised EYFS advises us to continue using this document.

We have focus children NOT focus activities. During the day whilst the children access the provision available staff approach the children, engage with them, play with them and support their independent learning and development. We acknowledge that it is during their child-initiated activity that children show high-levels of involvement and at this point, when the brain is most active, progress and development occurs.

Sir Michael Wilshaw says:-

“Early years provision is only as good as the quality of interaction between adults and children.”

Whilst many of our resources are accessible to the children at all times, giving them the opportunity to independently select resources to support their chosen activity. Practitioners also make enhancements to the provision based on what they learn from their interactions with the children designing them to ensure progress and interest is maximized.

We are a Read, Write Inc school. We use the proven Read, Write Inc scheme to introduce the children to phonics, reading and writing. We use ‘Storying’ as our approach to early writing. We believe that talk precedes writing and the ‘Storying’ approach enables us to support the children to live their stories before writing them. It also enables them to enhance and develop their individual imaginations – the best possible precursor to creative stories. Practitioners offer to help children record the stories they create, during child-initiated learning, in the role-play, small world or elsewhere within the provision. The children’s input to written recording is matched carefully to their ability; with appropriate scaffolding the children begin to see themselves as writers and increasingly eager to record independently. The children’s stories are then shared with the whole



class at the end of the day, the children re-enact them together, ask questions about them and look at ways to improve or develop them further.

Practitioners also plan discrete teaching sessions and activities designed to ensure that all children are given the skills they need to access and achieve across the curriculum. The sessions and activities we design also aim to inspire awe and wonder in all our children. All practitioners ensure that planning is flexible and stems from the children's interests, talents, needs and abilities.

Each week three children from each class become focus children, a pre-week questionnaire is sent out to gain information from the home environment. During the week planning sheets are completed, for each child, by all adults across the setting. At the end of the week class teachers meet with parents to discuss their child's attainment and progress and to agree next steps for the child, planning support which can be offered by both home and school. In addition all children have key teaching and learning recorded as observations on the tapestry system.

“Teaching should not be taken to imply a ‘top down’ or formal way of working. It is a broad term that covers the many different ways in which adults help young children learn. It includes their interactions with children during planned and child-initiated play and activities: communicating and modelling language, showing, explaining, demonstrating, exploring ideas, encouraging, questioning, recalling, providing a narrative for what they are doing, facilitating and setting challenges. It takes account of the equipment adults provide and the attention given to the physical environment, as well as the structure and routines of the day that establish expectations.”

Ofsted, September 2015

Foundation Stage and Assessment

Children are continuously observed and assessed throughout their time in the nursery and reception classes. On entry observations are crucial to establish a clear starting point to their learning journey. Effective links are made with other settings to share information about the children. The child's individual profile is the main basis for assessments, summative records and tracking progress and achievement.

Ongoing assessment is an integral part of the learning process within the foundation stage. Assessments are based on observations of what children are doing in their self-initiated activities as well through teacher led activities. Evidence gained through this is used to help plan each child's next steps for development.

Parents are encouraged to be part of the assessment process by making observations of their child's play and learning at home. Parents are encouraged to contribute these through the online Tapestry portal.

Each child has an online Tapestry portal where all observations of child-initiated learning are shared. They also have a Learning journal in which targets, assessments, key information, focus week paperwork and records of adult-led activities is kept. This includes information from other settings and specific information relating to the child's development and attainment. Photographs are an integral part in the gathering of evidence through observations. These individual children's profiles are shared termly with the children and parents during parents



meetings in the child's focus week and their comments are added. Profiles are accessible to parents whenever they wish to see them.

Otrack is used for summative reporting within the nursery and reception years and provides valuable information for data analysis regarding pupil progress and attainment. At the end of the reception year the teachers make a judgement for each of the 17 early learning goals using the description of learning and development expected at the end of the EYFS. They consider the entirety of each early learning goal when making the judgement. Teachers will match their view of each child's attainment to the exemplification of national standards and children will be given an outcome of emerging, expected or exceeding for each of the 17 ELGs. The data will then be sent to the LEA for submission and used to compare locally at authority level and nationally. The reception teachers also provide a written summary on each child's characteristics of learning which is given to both parents and year one staff.

Summative information is used to plan effective future learning and set targets and data is used to track pupil's progress throughout both the nursery and the reception classes. In September 2015 the unit completed baseline assessment (EExBA) with children on entry into the Reception year in accordance with government initiatives. Each term children's progress is tracked across the seven areas of learning. Tracking helps staff provide the appropriate teaching, learning and targets for individual children, identify vulnerable children implementing specific intervention programs where appropriate.

Summative reports about individual children are produced at the end of both the nursery and reception years. These are shared with the parents and new class teachers. Progress and termly targets are shared with parents at parent's meetings, following their child's week as a focus child..

Foundation Stage and ICT

The use of ICT, with clear learning objectives, enhances and supports the teaching and learning within the foundation stage. It offers ways of impacting on learning which are not possible with conventional methods such as the interactive white boards. These boards are used constantly to improve the teaching and learning of all the pupils in imaginative and exciting ways.

ICT is used independently by all children within the foundation unit through a variety of hardware and software. There is a vast assortment of programmes specific for the foundation stage to develop all the six areas of learning as well as improve ICT skills. ICT is also evident through other hardware such as tape and CD recorders, digital cameras, I-pads, bee bots, remote control cars and other electronic toys.

Key skills are developed over the year to improve ICT learning and attainment. It is used to support the delivery and the learning of all seven areas of learning.

Foundation Stage and inclusion

We are an inclusive unit. We strive to meet the needs of those pupils with special educational needs or disabilities, those with special gifts and talents, and those learning English as an additional language. For further details, see separate policies: Special Educational Needs; Disability Discrimination; Gifted and Talented Children; English as an Additional Language (EAL).



When progress falls significantly outside the expected range, the child may have special educational needs or be gifted and talented. Our assessment process looks at a range of factors – classroom organisation, teaching materials, teaching style and differentiation to ensure appropriate adjustments are made to enable the child to learn more effectively and improve attainment.

Intervention through SEN support will lead to the creation of an SEND Support Plan for children with special educational needs. The Support plan may include, as appropriate, specific targets relating to literacy and numeracy. Practitioners strive to ensure parents are fully involved with the support offered for children with SEND through close involvement and regular liaison.

Resources

There is a wide range of resources available for the implementation and the delivery of the EYFS. The areas of provision within the unit form the basis of the curriculum for all the nursery and reception children. The resources are well organised, clearly labelled and of a very good quality and quantity. They are clean, well maintained and stored safely within the unit. Children have access to a vast range of stimulating resources promoting independence, responsibility and ownership by the children. The learning environment is planned both for indoors and outdoors with resources reflecting their life experiences and the wider world. It is free from stereotypical images and discriminatory practise. The local community and school environment is a rich resource exploited for its teaching and learning opportunities.

Monitoring and Review

The coordination and planning of the foundation stage is the responsibility of the Assistant Head teacher, who:

- Supports colleagues in their teaching, by keeping informed about current developments in the foundation stage and by providing a strategic lead and direction for this subject;
- Gives the head teacher regular feedback in which to evaluate the strengths and weaknesses within the foundation stage and indicates areas for further improvement;
- Reviews profiles, planning, pupils work and leads moderation of the seven areas of learning.
- Links with subject coordinators to moderate aspects of the seven areas of learning and inform the subject coordinators of how their subject is represented within the foundation stage and the EYFS.
- Links with the LEA and moderates the foundation unit profiles and judgements focusing across the seven areas of learning.

Foundation unit staff meet weekly to discuss recent issues that have arisen within the unit and appropriate action is taken. Minutes are taken at these meetings. Shared observations provide clear next steps for planning and assessments.

A named member of the school's governing body is briefed to oversee the teaching of the foundation stage.

This policy will be reviewed at least every two years.



Signed: Mrs Caroline Burden
(Assistant Head teacher)

Date: November 2017

Appendix 1. List of statutory policies and procedures for the EYFS

This checklist lists the policies and procedures that we must have according the EYFS statutory framework.

| Statutory policy or procedure for the EYFS | Where can it be found? |
|---|--|
| Safeguarding policy and procedures | See child protection and safeguarding policy |
| Procedure for responding to illness | See health and safety policy |
| Administering medicines policy | See supporting pupils with medical conditions policy |
| Emergency evacuation procedure | See health and safety policy |
| Procedure for checking the identity of visitors | See child protection and safeguarding policy |
| Procedures for a parent failing to collect a child and for missing children | See child protection and safeguarding policy |
| Procedure for dealing with concerns and complaints | See complaints policy |