

Document Control	
Document Title:	Early Years Foundation Stage
Date of Last Review:	September 2022
Next Review Due:	September 2023
Person Responsible:	Head of EYFS

Early Years Foundation Stage

Contents:	Pages
Policy Statement	1 - 2
Aims	2
Unique Child	3
Inclusion	3
Welfare	4
Positive Relationships	4
Parents as Partners	4 - 5
Enabling Environment	5
Observation, Assessment and planning	5 - 6
Learning Environment	6
Learning & Development	6
Teaching and Learning Styles	7
Play	7 - 8
Active Learning	8
Creativity and Critical Thinking	8
Areas of Learning and Development	8 - 9
SMSC	9
Monitoring and Review	9
Forest School & Welly Walks	9
Introduction to Nursery	9
Transition from Nursery to Reception	9
EYFS Health and Safety	9
EYFS Staff	10

Policy Statement

At Banstead Prep School we believe in the potential of every child, so all the children are given the opportunity to develop the capacity to surprise themselves and those around them. They are taught to challenge themselves to build confidence and resilience. Early childhood is the foundation on which children build the rest of their lives. It is not just preparation for the next stage - it is vitally important

in itself, so the physical, intellectual, emotional, social and cultural aspects of each child's life are considered and respected. We ensure that children learn and develop well, are kept healthy and safe and give children the broad range of knowledge and skills that provide the right foundation for good future progress through school and life as independent learners.

This policy applies to all members of our school community, in our EYFS setting. Banstead Prep School is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the school's Equal Opportunity Policy document. Banstead Prep School seeks to implement this policy through adherence to the procedures set out in the rest of this document.

Aims

This document is a statement of the aims, principles, strategies and intentions in the teaching and learning of our Early Years Foundation Stage children at Banstead Prep School.

Every pupil in the Early Years at Banstead Prep School is entitled to provision which:

- Supports and extends their knowledge and understanding.
- Encourages the formation of new skills.
- Provides opportunities to build confidence in all areas of their development.

"Every child deserves the best possible start in life and the support that enables them to fulfil their potential. Children develop quickly in the early years and a child's experiences between birth and five have a major impact on their future life chances. A secure, safe and happy childhood is important in its own right. Good parenting and high quality early learning together provide the foundation children need to make the most of their abilities and talents as they grow up."**Statutory Framework for the Early Years Foundation Stage**", **Department for Education (2021:p5)**

The Early Years Foundation Stage is an educational programme that is for children from birth to the age of five. In our school, all children are able to join nursery, part or full time, at the beginning of the term after they have turned two. All children begin school with a variety of experiences and having encountered different learning opportunities. At Banstead Prep, it is the work of the Early Years team to build upon these experiences so that they can encourage, support and extend future learning and development. This is achieved by drawing upon all the expertise and experience of the teaching, support staff and teaching assistants within the Early Years Team in addition to working closely with parents and liaising with previous nurseries and schools attended prior to starting at Banstead Prep.

The EYFS is based upon four principles:



- A Unique Child
- Positive Relationships
- Enabling Environments
- Children develop and learn in different ways and at different rates

A Unique Child

At Banstead Prep School 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

We value the diversity of individuals within the school and do not discriminate against children because of 'differences'. All children at Banstead Prep School are treated fairly regardless of race, religion or abilities. All children and their families are valued within our school.

At Banstead Prep School we believe that all our children matter. We give our children every opportunity to achieve their best. We do this by taking account of our children's range of life experiences when planning for their learning.

In the EYFS we set realistic and challenging expectations that meet the needs of our children. We achieve this by planning to meet the needs of all pupils, children with special educational needs, children who are more able, children with disabilities, children from all social and cultural backgrounds, children of different ethnic groups and those from diverse linguistic backgrounds.

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.

It is important to us that all children in the school are 'safe'. We aim to educate children on boundaries, values 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. (See Whole School Safeguarding Policy)

Welfare

"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 Banstead Prep 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 2021 and the Government's statutory guidance: 'Working together to Safeguard Children'.

We understand that we are required to:

- promote the welfare 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.
- The lead practitioner must train all staff to understand the school Safeguarding policy and procedures.
- Maintain records, policies and procedures required for safe efficient management of the setting and to meet the needs of the children.

We endeavour to meet all these requirements.

Positive Relationships

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

Parents as Partners

Next Review: September 2023 HC

Page 4

BANSTEAD PREPARATORY SCHOOL SUTTON LANE BANSTEAD SM7 3RA
01737 363601 OFFICE@BANSTEADPREP.COM

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:

- 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 'Transition' meetings.
- Induction is completed with parents on a one-to-one basis during taster/settling sessions. Once the child has started, parents are invited to an individual or group welcome meeting depending on how many children are joining that term.
- Half termly themes and planning are shared with parents and weekly newsletters (Sway) communicate learning that has taken place each week
- Timetables are shared with parents
- Offering parents regular opportunities to talk about their child's progress in our Nursery and Reception classes
- Encouraging parents to talk to the child's teacher if there are any concerns. There is a formal meeting for parents during the Autumn and Spring terms, at which the teacher and the parent discuss the child's progress in private with the teacher. Reception parents receive a report on their child's attainment and progress at the end of the Autumn term, Spring Term and at the end of each school year. Nursery parents receive an additional parents evening in the Summer Term, in place of written reports at the end of the year.
- Encouraging parents to contribute to the Pupil electronic learning journey (Tapestry for Nursery and SeeSaw for Reception)
- Arranging a range of activities throughout the year that encourage collaboration between child, school and parents: Concerts, performances, Nativity, Celebration of Sport etc.
- The Banstead Bulletin informs parents of significant events and dates

All staff involved with the EYFS aim to develop good relationships with all children, interacting positively with them and taking time to listen to them. At Banstead Prep School the EYFS teachers acts as a 'Key Person' to all children in EYFS, supported by the Nursery Practitioners and Learning Assistants. In line with whole school policy, EYFS staff use positive reinforcement to support the learning of right from wrong using school rules, consistent boundaries and setting a good example.

Enabling Environments

At Banstead Prep School we recognise that the environment plays a key role in supporting and extending the children's development. This begins by observing the children and assessing their interests, development and learning, before planning challenging but achievable activities and experiences to extend the children's learning. We foster and value a strong relationship between ourselves, parents and carers.

Observation, Assessment and Planning

The Planning within the EYFS follows the schools' Long-Term Plan and Medium-Term Plans (MTP's), which are based around half termly themes. These plans are used by the EYFS staff as a guide for weekly planning, however the staff may alter these MTP's in response to the needs (achievements and interests) of the children. This will be indicated on weekly planning. Notice is taken of children's individual interests and daily planning is adapted accordingly.

We make regular assessments of children's learning, and we use this information to ensure that future planning reflects identified needs. Assessment in the EYFS takes the form of observation, and this involves the teacher and other adults as appropriate. These observations are recorded in children's individual online Pupil Profiles. They also contain information provided by parents and other settings.

Before a child reaches their third birthday, we complete a two-year-old progress check. This is a review of the child's development in the Prime areas of the EYFS. A child's strengths will be identified, as will any areas where progress is less than expected and which may indicate a special educational need or cause for concern.

At Banstead Prep School, we use iPads to record learning experiences with Tapestry online learning journals for Nursery and to record judgements against the EYFS Profile using SeeSaw for Reception. Each child's level of development is recorded against the 17 goals where teachers determine whether children are meeting expected levels or are working towards (emerging) the assessment scales derived from the Early Learning Goals (ELGs). Paper tracking sheets monitor and record individual progress.

Within the final term of the EYFS (in Reception), we provide a written report to parents, reporting their progress against the ELGs. We provide a reasonable opportunity for the parents to discuss these judgements with the EYFS teachers.

We liaise with parents, colleagues and other professionals when appropriate in line with other policies e.g. Behaviour and Discipline, Safeguarding, Assessment, Reporting and Recording Policies.

The Learning Environment

The EYFS classrooms are organised to allow children to explore and learn securely and safely. There are areas where the children can be active, be quiet and rest. Rest times are timetabled for our younger children. The classrooms are set up in learning areas, where children can find and locate equipment and resources independently. The EYFS classes have their own enclosed outdoor area. This has a positive effect on the children's development. The outdoor area offers opportunities for doing things in different ways and on different scales than when indoors. It provides a safe environment for the children to explore, use their senses and be physically active and exuberant. We plan activities and resources for the children to

access the garden that help the children to develop in both the Prime and Specific Areas of learning.

Learning and Development

At Banstead Prep School we recognise that children learn and develop in different ways and at different rates. We value all areas of learning and development equally and understand that they are inter-connected. Our activities reflect the different abilities, interests and backgrounds of our children.

Teaching and Learning Styles

Our policy on teaching and learning defines the features of effective teaching and learning in our school. These features apply to teaching and learning in the EYFS just as much as they do to the teaching in Key Stages 1 and 2. Features that relate to the EYFS are:

- the partnership between staff and parents, so that our children feel secure at school and develop a sense of well-being and achievement;
- the understanding staff have of how children develop and learn, and how this affects their teaching;
- the range of approaches used that provide first-hand experiences, give clear explanations, make appropriate interventions and extend and develop play and talk or other means of communication;
- the carefully planned curriculum that helps children work towards the Early Learning Goals throughout EYFS;
- the provision for children to take part in activities that build on and extend their interests and develop their intellectual, physical, social and emotional abilities;
- the encouragement for children to communicate and talk about their learning, and to develop independence and self-management;
- the provision of good examples of language, listening and responding, to support children's language and mathematical thinking;
- the support for learning with appropriate and accessible indoor and outdoor space, facilities and equipment;
- the identification of the progress and future learning needs of children through observations, which are shared with parents;
- All EYFS staff are expected to be aware of and follow the EYFS policies to ensure continuity of care for the children;
- Information about children is shared between staff via staff meetings;
- The good relationships between our school and the settings that our children experience prior to joining our school;
- Time is allocated during the week for staff to form strong, close relationships and thereby enable accurate monitoring of progress.

Play

"Children's play reflects their wide ranging and varied interests and preoccupations. In their play children learn at their highest level. Play with peers is important for children's development."

Through play our children explore and develop learning experiences, which help them make sense of the world. They practise and build up ideas and learn how to control themselves and understand the need for rules. They have the opportunity to think creatively alongside other children as well as on their own. They communicate with others as they investigate and solve problems. They express fears or re-live anxious experiences in controlled and safe situations.

Active Learning

"Children learn best through physical and mental challenges. Active learning involves other people, objects, ideas and events that engage and involve children for sustained periods."

Active learning occurs when children are motivated and interested. Children need to have some independence and control over their learning. As children develop their confidence, they learn to make decisions. It provides children with a sense of satisfactions as they take ownership of their learning.

Creativity and Critical Thinking

"When children have opportunities to play with ideas in different situations and with a variety of resources, they discover connections and come to new and better understandings and ways of doing things. Adult support in this process enhances their ability to think critically and ask questions."

Children are given opportunities to be creative through all areas of learning, not just through the arts. Adults support children's thinking and help them to make connections by showing genuine interest, offering encouragement, clarifying ideas and asking open questions. Children access resources freely and are allowed to move them around the classroom to extend their learning.

Areas of Learning and Development

The EYFS is made up of seven areas of learning:

Prime Areas: these are fundamental, work together and support development in all other areas:

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

Specific Areas: these are essential skills and knowledge for children to participate fully in society:

- Literacy
- Mathematics
- Understanding the World

- Expressive Arts and Design

None of these areas can be delivered in isolation from the others. They are equally important and depend on each other. All areas are delivered through a balance of adult led and child-initiated activities. In each area there are Early Learning Goals (ELG's) that define the expectations for most children to reach by the end of the EYFS.

Subject teachers from the main school take children from the EYFS for PE, Swimming, Music, and Languages. Reception children also take part in specialist swimming and drama lessons. A learning assistant or class teacher may accompany the subject teaching staff for the purposes of assessment and observation and pupil: teacher ratios. EYFS classes join the whole school for assembly when the topic is appropriate.

SMSC

In the EYFS we actively promote the fundamental British Values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. The Assistant Head Pastoral works closely with the Deputy Head to support in this area.

Monitoring and Review

It is the responsibility of the EYFS class teachers to follow the principles stated in this policy. The Headteacher and the Deputy Head are responsible for the EYFS. The Deputy Head and the Headteacher will discuss EYFS practice with the practitioners regularly and provide feedback to the senior leadership team, raising any issues that require discussion.

The Deputy Head in conjunction with the Headteacher will carry out monitoring of the EYFS as part of the whole school monitoring schedule.

Forest School/Outdoor Learning and Welly Walks at Banstead Prep School

The Nursery Discoverer and Explorer children take part in Welly Walks throughout the school year. Nursery Adventurers and Reception children take part in Forest School/Outdoor Learning activities every other week. All activities are risk assessed.

Introduction to Nursery

Parents and children are invited for taster sessions prior to their start date. Parents are encouraged to leave their child after they have settled. They will also receive an 'All about Me' booklet to complete.

Transition from Nursery to Reception

Nursery children become familiar with the rest of the Pre-Prep staff, children and environment through daily contact during playtimes, assembly, lunchtimes etc. They will also follow a 'Reception Ready' programme in the Summer Term to enable them to be increasingly familiar and confident in their new surroundings.



EYFS Health and Safety

All EYFS Staff have a day-to-day responsibility for the health, safety and welfare of children in the EYFS. They must report any concerns to the Head of EYFS immediately. EYFS Staff have a daily responsibility for inspecting classrooms, play areas and equipment used. Please refer to Banstead Prep School Health and Safety Policy.

EYFS Staff

Head of EYFS – **Hayley Compton**

Reception Form Teachers – **Adele Angus, Chloe Wheeler and Charlotte Dickson**

Teaching Assistants - **Hayley Kates, Jackie prince, Matilda Hockham, Lauraine Ford, Anu Dawar, Michele George, Marianne Costello, Christine Hunt, Hemali Tejura**

Nursery Leader and Outdoor Learning/Forest School Leader (Nursery) - **Hayley Compton**

Outdoor Learning/Forest School Leader (Reception) – **Matilda Hockham**

Nursery Deputy Leader - **Miss Charlotte Bailey**

Nursery Practitioners - **Rajia Begum, Claire Williams, Claire Elliot-Square, Jennifer Cruickshank, Elysia Danbury, Cara Elliot-Shorey**

Nursery Assistants – **Lucy Robins, Evie Rigg**

Breakfast Club is managed by Rajia Begum and is supported by Christine Hunt and Claire Williams.

After school care is managed by **Elysia Danbury and Matilda Hockham. Supported by Christine Hunt, Charlotte Jones, Lucy Holliday, Ellie Faulkner and Connor Cody.**

Headteacher and Deputy Designated Safeguarding Lead – **Mr Jon Chesworth**

Deputy Head and Deputy Designated Safeguarding Lead (EYFS) – **Mrs Sarah Nunn**

Assistant Head – Pastoral and Designated Safeguarding Lead – **Mrs Julie Windett**

In line with our Provision of Information policy, this document is available to all interested parties on our website and on request from the School Office and should be read in conjunction with the following documents: Curriculum, Teaching,



BANSTEAD

PREPARATORY
SCHOOL

Behaviour Management, Supervision, Child Protection (Safeguarding), Health and Safety, Safe Collection and Intimate Care Policies.

This document is reviewed annually by the Head of EYFS, or as events or legislation change requires. The next scheduled date for review is September 2023.