

## ISLEHAM UNDER FIVE'S ASSOCIATION

Isleham Pre-School is managed by an elected committee of parents. It is situated in the grounds of the local primary school in the village of Isleham. Children who attend the setting come from mixed socio economic backgrounds. They are drawn from Isleham and the surrounding villages.

Relevant Acts and Legislation:

- Data Protection 1998
- Children's Act 1989 – 'Every Child Matters' 2005
- Disability Discrimination Act 1996 & 2001 & 2004
- Dfes. Special Educational Needs Code of Practice 2002
- National Standards 2002

Policy Links

- Parental Involvement
- Equal Opportunities
- Confidentiality
- Special Educational needs
- Child Protection
- Admissions

### **Curriculum Policy.**

The curriculum is the full range of experiences, opportunities and activities, which are planned to promote children's learning.

At Isleham Pre-School the curriculum is based around the framework of Birth – Three Matters (aspects of learning) and the foundation stage (the six areas of learning).

Aspects of Learning (0-3yrs)

- An Healthy Child
- A Strong Child
- A Competent Learner
- A Skilful Communicator

Six Areas of Learning (3-5yrs)

- Personal, Social & Emotional
- Communication, Language & Literacy
- Mathematics
- Creative
- Physical
- Knowledge and Understanding of the World

The plans are:

Long Term = Yearly

Medium Term = Half Termly

Short term = Weekly

At Isleham Pre-School we value spontaneous learning opportunities both inside and outside and reflect this in our fluid short term planning. Parents/Carers are seen as a valuable resource and their expertise and interests are welcomed.

### **Record Keeping**

Isleham Pre-School recognise parents as the main educators of their child and the observational based record keeping enables staff and parents to work in partnership ensuring the child's individual needs.

Parental / main carer signed consent is required to:

- Record child's progress/attainments
- Take photographs for record keeping
- Pass on highlighted sheets on the six areas of learning to the child's next school.

At Isleham Pre-School confidential records are kept of children's progress. These records are referred to during staff planning meetings and provide valuable insight into each child's development.

Role of key person

A key person is a member of staff who develops a special working relationship with a group of children and their parents/carers. The aims of the key person are to:

- Welcome and introduce each child into the pre-school
- Liase with the parents/carers.
- Observe and record developments/attainments of each child
- Share observations and records with the parent/main carer

Record keeping is given to parent/main carer termly and parents/main carer's contributions to own child's records are valued.

This policy was adopted at a meeting of the pre-school held on .....

Signed on behalf of the pre-school.....