**Early Years Development Plan**

**2019-2021**

The vision statement for Calder Valley Steiner Education is: *to enable children to find their own strengths, to provide them with the inner resources to overcome any educational challenges they face, and to develop in them faculties which will help them to live in the world as creative free thinking individuals.*

CONTEXT

Ofsted, SIS, staff, trustees, parents and children have been involved in the process of evaluating the school’s performance in order to identify the priorities for the coming years.

The CVSE vision statement lies at the heart of this development plan.

Information has been included from: the recommendations from the Ofsted/SIS reports of March 2019; feedback from the Early Years’ governing body, management, staff and parents, as well as external advisors and professionals, such as the SWSF and the local authority.

**AREAS FOR IMPROVEMENT**

**The areas for improvement identified are:**

**Key Issue 1: To develop the leadership and management of CVSE**

1. To continue to develop and embed the quality of leadership and management across the Kindergarten and Parent and Child
2. To embed rigorous systems that are used to inform the Kindergartens self-evaluation and identification of future areas of development
3. To develop distributed leadership to ensure high expectations, high quality leadership and high standards
4. To continue to develop high levels of governance to provide appropriate support and challenge
5. To continue to embed risk assessments and embed them into the Kindergarten.
6. 6. To develop and implement new leadership and management roles within the Board of Trustees

**Key issue 4: To improve and develop the Early Years provision**

1. To provide a nurturing and enabling environment with an organisation of the curriculum that provides rich, varied, creative and imaginative experiences
2. To ensure that children are cared for, happy, highly motivated and eager to join in, demonstrating curiosity, imagination and concentration. Children will form a positive relationship to School and the process of learning.
3. To ensure assessment and record keeping is accurate and that provision across all areas of learning is carefully planned for individual and group learning development

**Key issue 5: to improve the building facilities for the Kindergarten to develop.**

1. Actively look for a new building
2. Be open to new buildings and how they can be developed
3. To develop the school garden

**Issue 1. To develop leadership and management of the Early Years (Kindergarten and Parent & Child)**

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| **Target outcome**By September 2019 Leadership and management will be an accepted and embedded part of the Calder Valley Steiner Education PhilosophyBy 2020 Leadership and management within the school will be judged as goodBy September 2019 The Board of Trustees will have developed, agreed and implemented new management and leadership roles for the Early year’s settings.By Sep. 2020 There will be a climate of innovation and challenge in the Early Years setting |

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| **In order to achieve this we will:*** Develop a strong and effective Trustee team
* Create opportunities to support Trustees in their understanding of the school
* Create an ethos of innovation and being proactive
* Ensure that performance management arrangements are fulfilled according to legislation and development targets.
* Ensure that all staff are trained to recognise children at risk of harm or radicalisation
* Embed risk assessments into the culture of the school
* To ensure all OFSTED requirements are met
 | **This means that:*** There will be high quality leadership and management across the provision
* There will be rigorous systems that are used to inform the Early Years self-evaluation and identify future areas of development
* All stakeholders will be involved in implementing any new Safeguarding
* There will be high levels of governance which provide appropriate support and challenge
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**Target detail:**

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| Ref | Target | Action | start/end | Resources | Lead person | Success | Monitoring | Summary/evaluation/comments |
| 1.1 | To develop the leadership and management across the school | Adapt and develop the CVSE Constitution to ensure excellent leadership and management roles are understood by the Trustees and staff and are embedded into the early year’s settings.Rewrite the constitution in line with the changes and new developmentsRestructure the management of the provision. Trustees will develop a much greater leadership and management roleEnsure the new Leadership and management information and the school constitution (including the decision making process is available on the school website.Use mentoring and appraisals to lead professional developmentCreate a climate where teachers can innovate so they can improve learning for their pupilsRegular audit of risk assessments (centrally held in the office)Fundamental British values underpin the work of the Kindergarten and are shared in circle time and throughout the Kindergarten sessionsSafeguarding is effective.The Trustee with Safeguarding Lead will hold responsibility for CVSE and be on 24hr call. All staff will be aware of the procedures.Pupils are protected from radicalisation and extremismDiversity is welcomed and equality ensured | Sept 19 – ongoingSept 19Sept 19-Dec 19Sept 19 -OngoingStarted 2019 ongoingStart Sept 19 ongoingStart May 17OngoingOngoingOngoingOngoing | Ongoing Ongoing training costsOngoing training costs | KL TrusteesKLTrusteesKLTrusteesKLILIL/TrusteesKLAW | This has started and will be ongoingNew system starts Sept 19This has enriched the life of the SchoolNew Safeguarding Policy implemented Sep. 2019 | Reviewed at Trustees  | Mentoring and appraisal system starts Sept 19Implemented and will continueImplemented and will continueImplemented and will continueImplemented and will continue |
| 1.3 | All stakeholders will be involved in implementing any new Safeguarding  | Regular information will be shared with staff and parents.Staff will have annual updatesStaff will receive updates as new regulations dictateSept 19 – KCSE.Online safety booklets will be given out to parents annually.The school will have an online safety lead person to support staff and parentsOnline support and guidance will be available to parents as needed or requested.There will be a safeguarding board for parents and children to access in the foyer of the school.The designated safeguarding lead and deputy will receive updates as needed. The trustee with safeguarding lead will ensure training is up to date.There will always be a member of the interview panel who has completed the recruitment and selection training.Staff will receive termly tests to ensure Safeguarding information is up-to-date. | OngoingOngoingOngoingOngoingOngoingOngoing message in newsletter for parentsOngoingMay 2018Ongoing | Training costsNSPCC currently freeTraining costsTraining costtime | KLKLKLKLKLKLKLKLKLKL | OngoingComplete but ongoingOngoing, with major up-date and review in Sep. 2019Implemented but on goingComplete and parents informedComplete and ongoingComplete, in-situImplemented but ongoingTraining completeImplemented and ongoing |  | Started 2017 will be an ongoingKate Lunn lead for online safety, in parents Calderdale council training is undertaken as required, the NSPCC resources will also be usedCompletedStarted and ongoing |
| 1.41.5 | There will be high levels of governance which provide appropriate support and challenge.Ensure all protocols and policies are up-to-date and focused on the Early Years | Work closely with Trustees, developing an open professional relationship Each trustee will have a lead area within the school. These areas will be developed and will be far more hands on from sept 19.A leadership and management file will be available in the officeThe trustees will receive regular safeguarding updates.All trustees will receive safeguarding training.Trustees will receive a summary of staff appraisals, with learning/professional development needs clearly identified.Trustees will lead the development of the Early Years development and business plan.Statement on to website – all current policies for CVSE will continue to be adhered to until all policies have been reviewed and focused on the Early Years.Update all policies to have a focus on the Early YearsUpload all policies to website | June 18 – ongoingSept 19Sept 19Jan 18 – ongoingOngoingOngoingOngoingSept 2019Sept 2019 - ongoing |  | KL/RBKLTrusteesKLKLKL & trusteesKL personnel KL & trusteesKLRB/KLKL | OngoingCompleteImplemented - ongoingImplemented – ongoingImplemented - ongoing |  | EY’s- IL, KL – safe, H&S, FireME – FinanceRB -legislationCan be seen in the trustee minutesComplete 2019Trustees will sign to say they have attended training and received relevant documents.Complete – Sept 2019 |

**Key issue 4: To improve and develop the Early Years provision**

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| **Target outcomes****By 2020 The Early Years will be an outstanding provider based on Waldorf principles.****By 2019 the Kindergarten setting will refine transition and differentiation activities for children.****By 2019 we will have embedded the effectiveness of the baseline check.****We will have the on-going challenge of improving our environment in relation to the needs of the children.****In 2019 we will embed the use of the new assessment, monitoring and planning Early Years Paperwork****Increase numbers of children attending in order to build up the numbers in the Early years** |

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| **In order to achieve this we will:*** **Maintain best practice within EYFS framework within a Waldorf setting.**
* **Review and develop the age 5/6 curriculum and develop systems that will act as a framework to build upon.**
* **Refine the planning and assessment of the differentiation activities.**
* **Develop closer supervision, mentorship and appraisals of the Kindergarten teacher and assistants**
* **Refine the kindergarten assessment and recording of the children’s development.**
* **Review the Kindergarten environment.**
* **Develop the Trustee roles within the Early Years**
* **Develop a publicity plan**
 | **This means that:*** **The children’s wellbeing is a priority and they will progress in a curriculum that will be rich, robust and challenging suitable for their age.**
* **The kindergarten staff will be supported and receive appropriate training in a timely manner.**
* **The children will play and develop in a beautiful, safe and natural environment.**
* **All children will have differentiated challenging activities.**
* **The children’s individual progress will be evidenced and shared.**
* **We will maintain integrity to Waldorf principles ensuring that children are highly motivated and eager to join in, demonstrating curiosity, imagination and concentration.**
* **We will redevelop our appraisal system to ensure excellence across the EY provision.**
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**Target detail:**

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| Ref | Target | Action | start/end | Resources | Lead person | Success | Monitoring | Summary/evaluation/comments |
| 1.1 | Maintain best practice within the EYFS framework | Review SWSF updates and guidelines.Work with Calderdale EY’s TeamAppoint a Trustee to have a lead responsibility for EY’s. | OngoingOngoingSept 19 |  | AW/ILKL/AWKL/RB |  | Annually | Trustee will be Ingrid Lihou, start Sept 19 |
| 1.3 | Refine the recording planning and assessment of the differentiation  | Embed the assessment system | May 19 |  | AW/IL |   |  |  |
| 1.4 | Develop closer supervision and mentorship for the Early Years team. | The trustee will take a lead in management and leadership within the Early Years. A trustee will take lead responsibility for ensuring CVSE is kept up to date with all new government/national and local guidance. | Sept 2019Sept 2019 |  | ILRB |  |  | Ingrid Lihou will take on this responsibility Sept 2019 – completeRichard Bunzl will take on this responsibility Sept 2019- complete |
| 1.5 | Refine the kindergarten assessment and  | Review, adapt and implement current aptitude check list as a baseline for new admissions. | Sept 2019 |  | AW |  |  | Implemented and will be on going |
| 1.61.7 | Review the Kindergarten environment.Publicity for the Early Years | Kindergarten will move into the large adjoining rooms down stairsTo beautify the gardenTo reintroduce the sand pit To introduce more free play equipment into the garden e.g. building blocks. 1. Clear out shed for storage
2. Bring blocks outside
3. Assistant to ensure/lead on ensuring the garden is kept clear and items are put away at the end of play

To reintroduce a water tray/tableNew equipment/toys for the Kindergarten spaceThe Trustees will work with an outside individual to design/develop a publicly planTo change and develop the websiteTo develop a Facebook and Instagram page for the Early Years | Sept 19Dec 19Sept 19Sept 19Dec 19Sept 2019Sept -Dec 19Sept-Dec 2019Sept-Dec 2019 | Cost/TimeCost/timecostCostCostCost/TimeCost/TimeCost/Time | AWKL/AWAWAWAWKL/AWKL/Trustees/ACMKL/TrusteesACMKL/TrusteesACM |  |  | CompleteStarted 2019 – ongoingComplete sept 2019Started and ongoing sept 2019Complete 2019CompleteStarted Sept 2019Instagram – complete sept 2019Facebook - |

**Key issue 5: to improve the building facilities for the school to develop**

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| **Target outcomes****By 2019 the garden facility will be improved.****By 2019 Early Years appropriate resource will be reintroduced into the garden area** |

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| **In order to achieve this we will:*** Make improvements in the garden
* Include additional resources in the outdoor areas
* Actively look for a new building fit for purpose
* Ensure all SIS standards are met.
 | **This means that:*** **The children have a nice area to play in.**
* **The area for the children will be safe**
* **The garden area will have age appropriate resources**
* **The garden area will be a colourful, natural environment**
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**Target detail:**

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| Ref | Target | Action | start/end | Resources | Lead person | Success | Monitoring | Summary/evaluation/comments |
| 1.11.21.3 | The garden will be made Early Years FriendlyThe Kindergarten Teacher will take responsibility of ensuring the garden and the equipment in the garden is kept in safe working order.The Kindergarten Teacher will be responsible for ensuring A daily check on the garden.Uneven pathFind new premises | 1. The school will close to the older children in July 19
2. The garden will have Early Years items introduced as described previously
3. Make a plan for the garden space.
4. Work with parents to make the garden fit for purpose
5. Work with the assistants to ensure the garden equipment is securely put away at the end of every session.

The daily check will be completed following a thorough risk assessmentThe Trustee with Early Years lead will do regular checks on the garden area to ensure high standards of safety are maintained.1. The path is to be resurfaced

Register with local estate agentsGo see alternative premises as they come onto the marketLet all parents know what we are looking for in an alternative premise | 20192019July 2019July-Sept 2019July – sept 2019Start March 2019Start sept 2019March 2019-April 2019April 2019 – ongoing2019 | TimeCostTimeTimeTimeCostCostCostTime | KL/RBAWAWAWAWAWILKLKL/ RB |  |  | Completed April 2019 |