**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 Philosophy  By 2020 Leadership and management within the school will be judged as good  By 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 |

**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 developments  Restructure the management of the provision. Trustees will develop a much greater leadership and management role  Ensure 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 development  Create a climate where teachers can innovate so they can improve learning for their pupils  Regular 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 sessions  Safeguarding 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 extremism  Diversity is welcomed and equality ensured | Sept 19 – ongoing  Sept 19  Sept 19-Dec 19  Sept 19 -Ongoing  Started 2019 ongoing  Start Sept 19 ongoing  Start May 17  Ongoing  Ongoing  Ongoing  Ongoing | Ongoing  Ongoing  training costs  Ongoing training costs | KL  Trustees  KL  Trustees  KL  Trustees  KL  IL  IL/Trustees  KL  AW | This has started and will be ongoing  New system starts Sept 19  This has enriched the life of the School  New Safeguarding Policy implemented Sep. 2019 | Reviewed at Trustees | Mentoring and appraisal system starts Sept 19  Implemented and will continue  Implemented and will continue  Implemented and will continue  Implemented 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 updates  Staff will receive updates as new regulations dictate  Sept 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 parents  Online 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. | Ongoing  Ongoing  Ongoing  Ongoing  Ongoing  Ongoing message in newsletter for parents  Ongoing  May 2018  Ongoing | Training costs  NSPCC currently free  Training costs  Training cost  time | KL  KL  KL  KL  KL  KL  KL  KL  KL  KL | Ongoing  Complete but ongoing  Ongoing, with major up-date and review in Sep. 2019  Implemented but on going  Complete and parents informed  Complete and ongoing  Complete, in-situ  Implemented but ongoing  Training complete  Implemented and ongoing |  | Started 2017 will be an ongoing  Kate Lunn lead for online safety, in parents  Calderdale council training is undertaken as required, the NSPCC resources will also be used  Completed  Started and ongoing |
| 1.4  1.5 | 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 office  The 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 Years  Upload all policies to website | June 18 – ongoing  Sept 19  Sept 19  Jan 18 – ongoing  Ongoing  Ongoing  Ongoing  Sept 2019  Sept 2019 - ongoing |  | KL/RB  KL  Trustees  KL  KL  KL & trustees  KL personnel  KL & trustees  KL  RB/KL  KL | Ongoing  Complete  Implemented - ongoing  Implemented – ongoing  Implemented - ongoing |  | EY’s- IL,  KL – safe, H&S, Fire  ME – Finance  RB -legislation  Can be seen in the trustee minutes  Complete 2019  Trustees 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.** |

**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 Team  Appoint a Trustee to have a lead responsibility for EY’s. | Ongoing  Ongoing  Sept 19 |  | AW/IL  KL/AW  KL/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 2019  Sept 2019 |  | IL  RB |  |  | Ingrid Lihou will take on this responsibility Sept 2019 – complete  Richard 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 |
| 1.6  1.7 | Review the Kindergarten environment.  Publicity for the Early Years | Kindergarten will move into the large adjoining rooms down stairs  To beautify the garden  To 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/table  New equipment/toys for the Kindergarten space  The Trustees will work with an outside individual to design/develop a publicly plan  To change and develop the website  To develop a Facebook and Instagram page for the Early Years | Sept 19  Dec 19  Sept 19  Sept 19  Dec 19  Sept 2019  Sept -Dec 19  Sept-Dec 2019  Sept-Dec 2019 | Cost/Time  Cost/time  cost  Cost  Cost  Cost/Time  Cost/Time  Cost/Time | AW  KL/AW  AW  AW  AW  KL/AW  KL/Trustees  /ACM  KL/Trustees  ACM  KL/Trustees  ACM |  |  | Complete  Started 2019 – ongoing  Complete sept 2019  Started and ongoing sept 2019  Complete 2019  Complete  Started Sept 2019  Instagram – complete sept 2019  Facebook - |

**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** |

**Target detail:**

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| Ref | Target | Action | start/end | Resources | Lead person | Success | Monitoring | Summary/evaluation/  comments |
| 1.1  1.2  1.3 | The garden will be made Early Years Friendly  The 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 path  Find 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 assessment  The 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 agents  Go see alternative premises as they come onto the market  Let all parents know what we are looking for in an alternative premise | 2019  2019  July 2019  July-Sept 2019  July – sept  2019  Start March 2019  Start sept 2019  March 2019-April 2019  April 2019 – ongoing  2019 | Time  Cost  Time  Time  Time  Cost  Cost  Cost  Time | KL/RB  AW  AW  AW  AW  AW  IL  KL  KL/ RB |  |  | Completed April 2019 |