**Early Years Foundation Stage Policy and Procedures**

Manor Farm @ Slimbridge offers places to school aged children from Year 1 to Year 8. This means the setting does not cover the EYFS age group but does care for children who may have just transitioned from reception class. Therefore, we believe staff having an understanding of EYFS is beneficial to younger visitors.

Manor Farm @ Wickselm House (holiday provision) offers places to children who come under EYFS as we cater for children aged from three to eleven years. As a holiday club we do not accept NE funding. Parents must evidence that their child accesses EYE from a primary, term time provider.

We understand the importance of embracing every individual’s cultural capital and encourage children to share their experiences in the wider world with staff and peers at our club. We are passionate about bringing the 'awe and wonder' of our amazing natural world to the attention of everyone who spends time at Manor Farm.

**The guiding principles of EYFS, are:**

o **A Unique Child**: Every child is constantly learning to be resilient, capable, confident and self-assured – we provide a wide variety of experiences for each child to develop, play, create and think for themselves. We help the children to learn more about themselves and how to manage their feelings and behaviour.

o **Positive Relationships**: Children learn to be strong and independent through positive relationships – we aim to develop caring, respectful and professional relationships with the children and their families and between the children themselves, who are of varied ages and at different stages of development.

o All setting managers will have a minimum of two years’ experience working in a childcare setting and have undergone safeguarding, FGM and Prevent training. For Wickselm House this must include EYFS and a minimum level three or above relevant qualification.

Our Wickselm House managers all hold a full and relevant level three or above qualification. 50% of Wickselm House staff working in ratio with EYFS children hold a relevant level 3 or above qualification. All Wickselm House staff have undergone safeguarding training. At least 1 staff working on site at any one time must hold an up to date paediatric first aid certificate. All staff in ratio to care for EYFS children must hold an up to date paediatric first aid certificate.

All staff are responsible for delivering care which meets the needs of all children attending, including those who are in the EYFS age group.

o We aim for all staff to hold up-to-date 12 hour paediatric first aid. At least one member of staff on site will always have an up to date 12 hour paediatric first aid certificate.

At our Wickselm House camp ALL staff included in ratios to work with EYFS children have an up to date 12 hour paediatric first aid certificate.

o All staff have undergone induction training, including safeguarding, FGM and Prevent training.

o Each day we plan activities which result in a product the children can proudly take home to share what they have done during their day at club. We also share photos on our social media pages for family to see what we have been up to. Relevant photo permissions are always requested. As well as our daily contact with parents/carers and siblings, we hold an annual Winter Fair, to which all families are invited. We feel that this is an important social occasion, which further strengthens relationships and familiarises children and their parents/carers with our ethos. We strongly encourage families to communicate relevant information to staff and to introduce siblings both older and younger at pick up and drop off time so that staff can identify well with each individual child.

o We carry out regular parent feedback questioner campaigns to allow us to improve our services and understand what we are doing well already.

o We visit schools in the area to talk about the story of wheat and ‘food to fork’. Liaison with local schools, helps us develop a shared ethos and also makes us familiar faces to some of the children who will attend Club. We have built a relationship with Hardwicke Parochial School and the charity Together in Matson to offer funded spaces to children with low level SEN needs and as respite for siblings of children with SEN. We regularly liaise with the school SENCO to plan children's visits and discuss outcomes.

o Enabling environments: Children learn and develop well in environments in which their experiences respond to individual needs and where there is a strong partnership between practitioners and parents/carers.

o To help children settle in on their first day at Club, we allow parents/carers to stay for up to 30 minutes. We then feel it is best for the children and staff to focus on the activities; having a parent on-site for longer can be disruptive.

Families can arrange a designated tour at a prearranged time.

All preschool parents are asked to complete an 'all about me' record prior to their child's start date.

All parents are asked to read and abide by our T's & C's as set out in our parent and child handbook.

o On a child’s first day s/he is assigned a ‘buddy’ who is a friendly, confident child of a similar age who regularly attends Club, and will help them settle in.

o We are constantly observing and interacting with the children, and are therefore able to identify interests and provide opportunities for individuals to follow-up on a specific activity, such as den building, modelling, science or even guinea pig grooming, chick and chicken husbandry.

o We help them to make sense of the world around them through interaction with the animals in our setting, planting our own vegetables and practical experiments such as collecting and winnowing wheat from pre-planted tubs for making flour and dough.

o Children develop and learn in different ways and at different rates: The EYFS framework covers the education and care of all children in Early Years provision, including children with special educational needs and disabilities – we support all the children to have a full, satisfying and enjoyable experience, tailoring it to their specific needs.

o Many of our staff have had experience and training in working with children with extra needs, including caring for diabetic children and a range of SEN needs. We are always happy to liaise with parents and undergo further child specific training and to run short 'taster' days for new children with extra needs. Staff always familiarise themselves with allergy and medical action pans, care plans and any other material made available to help meet a child's specific needs. We have a budget set aside to allow staff to access specific training to meet an individual child’s needs. Our SENCOs are encouraged to update their training regularly.

o At Manor Farm we provide a range of adult-led activities through our ‘themes for the week’, as well as those that are initiated by the children themselves. All activities are play-based and children are never forced to take part, but choose how they spend their time.