



## Early Years (EYFS) Policy

<b>Date Published</b>	<b>December 2022</b>
<b>Version</b>	<b>5</b>
<b>Approved Date</b>	<b>May 2026</b>
<b>Review Cycle</b>	<b>Annual</b>
<b>Review Date</b>	<b>May 2027</b>

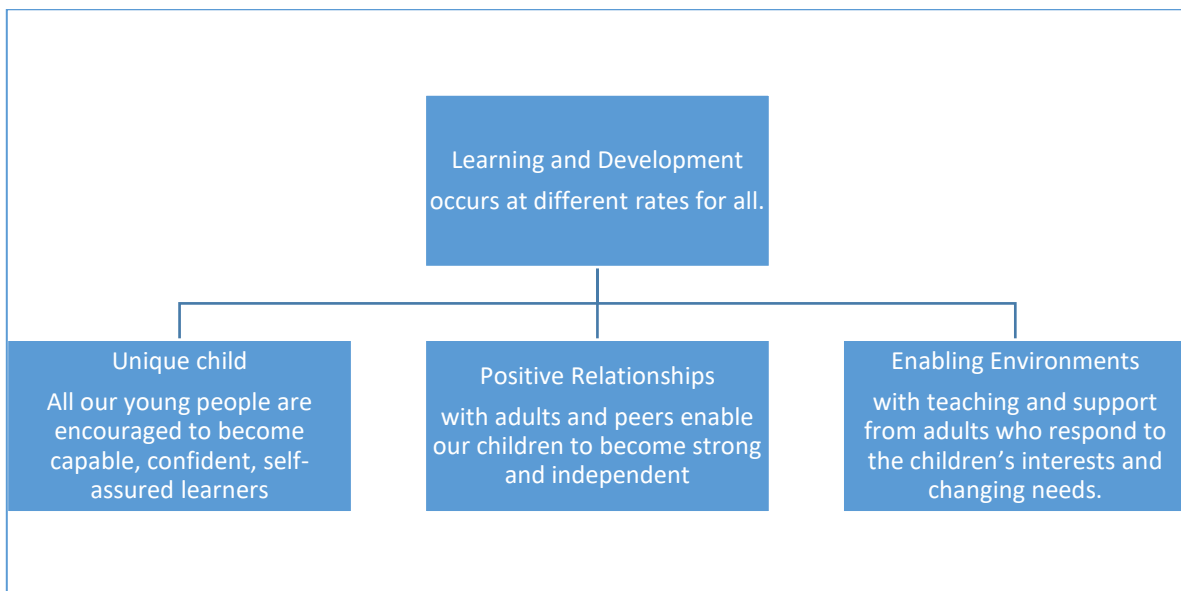
An academy within:



“Learning together, to be the best we can be”

# 1. Context

- 1.1 At North Ridge Community School, children and their families are at the centre of everything we do. We pride ourselves on working closely with families to lay the foundation for children’s future learning and development through a personalised learning programme which takes into consideration the strengths and interests of each child. All our young people are individually guided through the Early Years Foundation Stage September 2025 learning and development programmes alongside highly personalised targets taken from individual Education, Health and Care Plans. This holistic approach will thus enable exploration, development, achievement and success at the very start of their educational journey.
- 1.2 The four guiding principles outlined in the Early Years Foundation Stage Statutory Framework 2025 underpins our Early Years setting.



# 2. Intent

- 2.1 At North Ridge School we are passionate that every child and young person has the right to be “Preparing learners for the future by shaping learning through inspirational and personalised journeys, to be the best they can be” We aim to create a safe, secure environment where staff acknowledge each child’s unique needs and competencies and use these to plan rich, stimulating and appropriate learning experiences.
- 2.2 During the Early Years, we focus on creating an environment where children can practise and develop their skills, interests, knowledge and understanding



using a blend of motivating adult and child-initiated activities to promote learning. The balance between these vary depending on the child's individual requirements.

### 2.3 The EYFS is based upon four guiding principles:

- A unique child
- Positive Relationships
- Enabling Environments
- Learning and development

### 2.4 In order to achieve our aims, we will always:

- Provide a safe, challenging, stimulating, caring environment which is sensitive to the needs of every child.
- Provide a flexible learning environment structured to support everyone.
- Provide an active learning curriculum based on the needs of each child.
- Offer a curriculum which is inclusive, relevant and child-centred and which encourages the children to explore, observe and discover the environment around them, supported by skilled adult interaction to extend and enhance learning opportunities.
- Recognise that communication; the ability to attend to, understand and reciprocate language is vital for our children and the precursor of all learning. Communication is therefore at the heart of all we do and shapes the environment both indoors and outdoors.
- Encourage confidence, independence and self-esteem by teaching the skills that will provide and help future learning throughout school.
- Ensure all children are able to access the Educational Programmes as set out in the EYFS Statutory Framework 2021.
- Value and recognise the role of families as primary educators to their children and to establish and encourage a strong partnership between home and school.
- Encourage an awareness and respect of others, their school and wider community environment
- Support and develop our practitioners to allow them to extend, enhance and facilitate learning in the Early Years.

## 3. Admissions

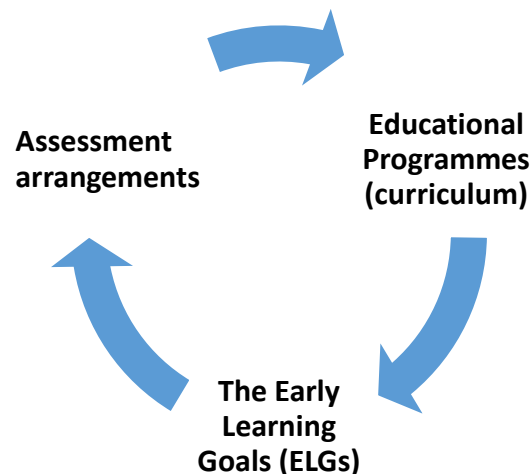
3.5 Families are encouraged and welcomed to visit the school at any point before the assessment of Special Education Needs (SEN) has been completed.

3.6 Once consulted, the school will aim to respond to the SEN advice within 15 days.

- 3.7 Upon receiving the Education and Health Care plan, the EYFS lead, or an another appropriate member of staff specifically assigned to do so by the Senior Leadership Team, will contact the family to arrange a pre-admission visit, usually taking place at the family home.
- 3.8 During the pre-admission visit, the family and school will agree a personalised programme for transition into school. This is a family centred process and families are very welcome to accompany their child during their visits. Please note that an accompanying adult must remain on site with the child in order to comply with appropriate health and safety regulations.
- 3.9 North Ridge Community School has a separate admissions policy which should be read in conjunction with this policy.

## 4. Learning and Development Requirements

- 4.1 The Learning and Development Requirements consist of the following elements:



- 4.2 **Educational Programmes** shape and form the activities that enable learning and development to take place. There are seven areas of learning and development that form our schools and Early Years Curriculum at North Ridge Community School. These are:

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



- Literacy
- Maths
- Expressive Arts and Design
- Understanding the World

4.3 **The Early Learning Goals** are points within each of the above seven areas that are developmental aims for children at the end of Foundation Stage 2. At North Ridge Community School, it is recognised that children develop at very different rates and thus, may not fully meet each ELG by the end of their EYFS journey. The ELG areas are:

- **Personal Social and Emotional Development**
  - Self-regulation
  - Managing self
  - Building Relationships
- **Communication and Language**
  - Listening, attention and understanding
  - Speaking
- **Physical Development**
  - Gross motor skills
  - Fine motor skills
- **Literacy**
  - Comprehension
  - Word Reading
  - Writing
- **Mathematics**
  - Number
  - Numerical patterns
- **Understanding the World**
  - Past and present
  - People, culture and communities
  - The natural world
- **Expressive Arts and Design**
  - Creating with materials
  - Being imaginative and expressive

4.4 Teachers will use a range of resources to plan appropriate targets within each area, although children will not have personal targets for every ELG. The following resources are used to support target setting:

- Development Matters (2025)
- Early Years Developmental Journal
- Education, Health and Support- Plan information and Family input



#### 4.5 **Assessment arrangements** in EYFS are as follows:

- **Reception Baseline Assessment** – this is completed at the beginning of Foundation Stage 2 if it is accessible to the learner.
- **Early Years Foundation Stage Profile (EYFSP)** – this is completed at the end of the Foundation Stage 2 year. Each ELG is highlighted as either 'Emerging' or 'Expected.'
- **Developmental Journals** – allow teachers to track progress in smaller steps to positively respond to different rates of learning and development.
- **Phonics**- tracked each half term for small steps of progress.

## 5. Educational Programmes and ELGs (Curriculum)

### 5.1 Educational Programmes are designed by teachers according to the needs and interests of children in each class. The following planning methods are used to shape activities and educational programmes:

- **Curriculum maps**- Teachers will choose a stimulus of interest or significance to the children and plan activities around these. It is important that children are exposed to a range of themes and stimuli that are exciting and engaging whilst simultaneously offering knowledge and understanding in line with North Ridge's curriculum.
- **Continuous Provision Long Term Plans**- provide an overview of the opportunities within the environment for children to develop their skills within all areas of learning. Adults working in provision will support children through high quality interactions to facilitate, extend and communicate their understanding and skills. Both child and adult initiated activities may take place within Continuous Provision. Adult initiation to encourage children to use different learning areas may be necessary for children who are uncertain on how to engage with their environment and resources.
- **Adult Directed Activity Planning**- are constructed according to the individual needs of the child. For some children, it will be relevant to have access to some group adult directed time with their peers. For others, it may be necessary for adult directed time to be one to one with an adult to better support development. A blend of these approaches is often used for children throughout their Early Years journey at North Ridge.



## 6. Assessment Arrangements

- 6.1. Learning and development is recorded using our Solar Assessment. Teachers and Key Adults can record and evidence using photographs, videos, observations from families against the pupil's targets.
- 6.2. Within EYFS, emphasis is placed upon high quality interactions between staff and children, therefore requiring staff to keep recording to a minimum while working with children.
- 6.3. Observations of children engaging in learning and interactions with peers and their environment is extremely important, particularly while building a picture of their skills, interests and characteristics of effective learning. Such observations provide practitioners with 'next step' information so they can support and guide them through the next stage of their learning. Teachers will use Solar and observations form to record these which relate to the Early Years Developmental Journal.
- 6.4. **The Reception Baseline Assessment (RBA)** is a statutory assessment requirement which takes place at the start of a child's final year in the Early Years Foundation Stage (FS2). As a school, we use our in-depth understanding of our children's need to determine whether the material within the RBA is suitable. Whilst the RBA material is designed to be accessible to children with additional needs, in many cases, our children are unable to access the content provided. In this case, we will 'disapply' children on a year by year, child by child basis. Where it is thought that a child could potentially access the materials. The assessments are short, practical, play based activities. As a school we use the 'Early Years Developmental Journal' as a baseline assessment tool within the first six weeks.
- 6.5. **The Early Years Foundation Stage Profile (EYFSP)** is a statutory assessment that takes place at the end of a child's FS2 year. It is only ever completed once and is used to inform national data information. The EYFSP does not affect or impact on a child's targets unless they are working at this level. Children are recorded as either 'emerging' or 'expected' against each ELG.
- 6.6. **The Early Years Developmental Journal** are used to support teachers in tracking a child's development in smaller steps and guide assessment and curriculum.
- 6.7. **Reporting to families** is essential in ensuring that they are kept up to date and informed of their child's progress. Each day, a message is sent using our online platform 'Seesaw', this is used to provide families with:
- A brief overview of learning



- Any 'Wow' moments
- Administration of medication (if required)
- Postural management (if required)
- Feeding information (if required)
- Provide one piece of learning (video, picture or work) per week.

This offers a two-way communication option where families are invited to record achievements and messages from home. Annual review meetings take place each year to discuss the progress made against the EHCP long term targets and to form new ones where appropriate in partnership with the family and other agencies involved. End of year reports celebrate the achievements of each child across the year and allow families to receive photographic and written evidence of their child's individual learning and development.

In addition, we offer:

- Informal parents evening, twice per year
- Stay and play opportunities – each term where appropriate

## 7. Welfare Requirements

- 7.1 Child Protection** is covered by the whole school Safeguarding Policy and Keeping Children Safe in education.
- 7.2 Attendance** is covered by the whole school Attendance Policy and a flow chart is used to ensure consistency.
- 7.3 Suitable People** are ensured through the relevant whole school HR policies and procedures and the Safer Recruitment and Selection Policy and included within the Safeguarding Policy.
- 7.4 Staff qualifications, skills and training** are ensured through the relevant HR policy and procedures. All EYFS classrooms have at least one qualified teacher and/or one Level 3 practitioner to lead learning and development. Supervision of staff who are in contact with families and children takes place termly between a member of the Senior Leadership Team and the staff member in order to provide support, coaching and mentoring and to ensure the wellbeing of staff.
- 7.5 Key Persons** are assigned to each child in an Early Years class. This key person will be the class teacher and other staff members. The class teacher has the responsibility to oversee all children in the provision.
- 7.6 Staff: child ratios** - As a designated SLD (severe learning difficulties) specialist school, North Ridge maintains high ratios of adults to children in



order to fully meet individual needs. Our current EYFS classes will consist of no more than 10 children and can have staffing numbers of up to 4 adults, depending on the needs of the children in the class.

**7.7 Food and drink** – Fresh water is always available. In order to encourage communication of needs, children may be encouraged to positively engage with an adult using an appropriate form of communication to request a drink. Alternatively, children may have access to water bottles sent in from home if needed. Children are offered healthy snacks at appropriate points in the day. Where children have sensory needs relating to food and drink, staff will encourage and promote healthy eating and drinking using a small steps approach using motivational foods and drinks that are not high in sugar. Any allergies are highlighted by the class team and taken into consideration when preparing snacks. We have looked at and digested the information around [EYFS nutrition guidance](#) and are working to reduce the amount of sugary snacks we consume across the year.

**7.8 Safer Eating-** Whilst children are eating there will always be a member of class staff, trainees and students in the room with an up to date Paediatric First Aid Certificate. Pupils will always be provided with safe and suitable seating and chairs. Pupils will always remain within earshot of staff supporting mealtimes. Before admitting pupils into school, North Ridge collects information and data regarding pupils' dietary needs, preferences, allergies and any health requirements. All relative information is shared with all class staff and any midday supervisors who support pupils during eating and meal times. If a pupil does have an allergy or health requirement Care Plans are provided by the school nursing team.

**7.9 Intimate Care** this is covered in the whole School Intimate Care Policy

**7.10 Oral Hygiene** – As part of the EHC review process, under the independence section, some families express challenges in teeth brushing. If a target is agreed to add teeth brushing to the individual's EHC, we will support this in school. As part of on going teaching and learning, teeth brushing is encouraged and promoted.

**7.11 Sleep** – nap times are not included in the timetabling of the school day, however, if individual children need a sleep, they can. Children will not be left unattended and will be monitored in a safe area of the classroom at all times. We will endeavour to inform parents if a nap has been taken.

**7.12 Accidents and injuries** are covered by whole school risk assessment policies and procedures. All child accidents and injuries are recorded using



CPOMS. Parents are informed about the nature and cause of the injury in an appropriate way, via telephone call, face to face or via Seesaw. All staff have the relevant first aid training. Please refer to the [First Aid Policy](#) for further information.

- 7.13 Managing medication** is covered in the [Medication in School Policy](#).
- 7.14 Managing children's behaviour** is covered by the school [Behaviour Policy](#). Behaviour profiles are available where there is a pattern to specific behaviours. Behavioural incidents are logged on Solar and communicated with parents/carers.
- 7.15 The safety and suitability of premises, environment and equipment** is covered by whole school risk assessment, premises and health and safety policies. Both our EYFS classrooms fulfil the minimum spatial requirements as set out in the Early Years Statutory Framework 2025. Both classes also have continuous access to outdoor areas.
- 7.16 Risk assessments** are conducted following the whole school policy on risk assessments. All classes have a general classroom risk assessment and individual child risk assessments. External visits are risk assessed by teachers and signed off by a Senior Leader and are planned and executed in-line with EVC guidance.
- 7.17** As a specialist setting, both our Early Years classes pay full regard to the [SEND Code of Practice](#) 0-25 (2015).
- 7.18 Information and Records** are covered by relevant whole school policies.

## 8. Roles and Responsibilities

8.1. The following staff are subject to this policy:

- **Nexus MAT** will performance manage the Headteacher and ensure local governance arrangements are in place and are effective.
- **Headteacher** will line manage the Early Years Lead, providing them with the resources and skills needed to ensure the EYFS policy is implemented. The Headteacher will provide regular supervision to the Early Years Lead.
- **Class teachers/ Early Years Lead** will plan, deliver and assess children according the EYFS and other whole school policies. They will act as a key person for children and families so that positive relationships with both families and children are nurtured. Teachers will take a lead in engaging



children in high quality learning experiences and interactions, providing a safe, organised learning space which supports the development of all learning areas.

- **Teaching Assistants and Practitioners** will support and facilitate learning following the EYFS and whole school policies, forming positive relationships with children and engaging in high quality interactions throughout the school day.

## Links to other Policies

1. Safeguarding Policy
2. HR Policy
3. Risk Assessment Policy
4. First Aid Policy
5. Medication in School Policy
6. Health and Safety Policy
7. [Intimate care policy.docx](#)
8. [Keeping children safe in education from 1 September 2025.pdf](#)
9. [Whistleblowing policy.pdf](#)
10. [Recruitment and selection policy.pdf](#)