



Ministry
of Defence

Directorate Children and Young People

St. Christopher's Early Years Foundation
Stage Unit

ADMISSIONS BOOKLET

Europa Point
GIBRALTAR
British Forces Post Office 52

Early Years Foundation Stage Leader: Miss T Wood
School Business Manager: Ms J Payas

E-mail: gib.secretary@modschoools.org

Telephone: Civil: 00 350 2005 5415 Mil: 5415 (SBM)
Civil: 00 350 2005 5550 Mil: 5550 (EYFS)

Foundation 1
9.30am to 12.30am (morning session)
Foundation 2
8.45 – 15.10 (Winter hours)
8.45 – 12.00 (Summer hours)



ST. CHRISTOPHER'S EYFS UNIT

Europa Point
British Forces Post Office 52
Tel Mil 5415 Tel Civil (00350) 200 5 5415
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Dear Parents,

Welcome to St. Christopher's Foundation Stage and a warm welcome to Gibraltar.

Early Years Foundation Stage (EYFS) provision at St. Christopher's School is available, free of charge, to children the term after their third birthday through to the end of the Early Years Foundation Stage. The end of the Foundation Stage is the end of the Foundation 2 or Reception year. Children join Year One in the academic year of their sixth birthday.

EYFS provision is not preparation for 'proper' school. It is a separate and distinct phase of education. The emphasis in the EYFS is all about fostering independence, a positive attitude to learning, developing social skills and an approach to valuing learning through play.

For many children it will be their first experience in a group setting. We aim to work in genuine partnership with parents, other adults and agencies who are involved in the care and development of young children. We value the breadth and diversity of experience that children bring with them from their family and home and it is our aim to build on this learning whilst covering an EYFS Curriculum carefully matched to the needs and interests of each unique child. Our environment supports this commitment as the EYFS at St. Christopher's is housed on the ground floor of a 2 story building with 4 large open plan rooms for Foundation Stage 1 and Foundation Stage 2 to work together. There are also 2 additional classrooms that are used to support large group work and additional hours for Foundation 2. The EYFS has its own dedicated toilet and washing facilities and a fenced playground area for outdoor play. It also has a food preparation/snack area where the children become involved in preparing our daily snacks.

This booklet is designed to introduce you to our EYFS provision, some of its routines and expectations and to answer many of the questions you are likely to have as your child starts to access educational provision. I would also like to refer you to our website that will give you further detail and up to date calendar events:

<http://www.stchristophers.sceschools.com/page/default.asp?title=Home&pid=1>

However, it cannot hope to answer *all* of your queries so do not hesitate to ask any questions at the Admissions meeting or ring the school office. If the office staff cannot answer your question then please leave a message and one of the EYFS staff will be happy to get back to you.

We look forward to working together with you to help your child thrive, develop, celebrate successes, be extended, motivated and genuinely prepared for a lifetime of learning ahead.

Yours faithfully,

Tricia Wood
Early Years Foundation Stage Leader

St. Christopher's Principles

These are the principles that relate to everything we do in the Foundation Stage provision at St. Christopher's EYFS Unit.

- Our provision will aim to meet the needs and interests of the children ensuring that they feel safe and secure and are suitably challenged to make progress in their learning. We will follow and make use of the Early Years Foundation Stage Guidance to shape our provision.
- Our provision will ensure that all children feel included, secure and valued. Parents and practitioners will work together in an atmosphere of mutual respect.
- All of our staff will make every effort to ensure that no child is excluded or disadvantaged because of ethnicity, culture or religion, home language, family background, special educational needs, disability, gender or ability.
- Our provision is committed to ensure, through training and staff development, that practitioners are able to understand and implement a curriculum that meets both the needs of child and the curricular guidance.
- Our staff will plan and provide a rich, imaginative and stimulating learning environment and provision This will be planned and organised to ensure that all children are safe to explore, be challenged, have their needs met and be supported in making progress in their learning.
- Our staff will endeavour to balance the initiation of new learning activities. Some activities will be planned for the children and will build on what children already know and can do. Other activities will be ones that children have planned and/ or initiated themselves.
- Our provision will provide a carefully structured environment. Staff will emphasise independence, confidence and perseverance in learning and playing. Children will learn to '**Plan**' (Think about what they are going to do), '**Do**' (Carry out their intentions with independence and confidence) and '**Review**' (Talk about what they have done and intend to do next). Through Foundation 2 children will be introduced to some more formal elements of the curriculum, in preparation for their transition into Year 1.
- Our staff will use planning formats that reflect the importance of assessment informing the next step of learning, with practitioners using observations and responding appropriately to children. Children's needs and interests will be of the highest importance when planning for future learning and experiences.
- Our staff will emphasise Play as a fundamental way to support young children's learning across both Foundation1 and Foundation 2. The emphasis will be on developing children's independence, self-responsibility, problem solving and a positive attitude to learning.

“The best way to prepare children for their adult life is to give them what they need as children”

Tina Bruce (2005) ‘Early Childhood Education’

ADMISSIONS AND ENTITLEMENTS

Foundation 1 Information



Service Children’s Education are able to offer free part-time Foundation Stage 1 provision for children, from the term after their third birthday, through to their statutory admission to school in the September of the year in which they turn five.

Your child is eligible for a part-time (i.e. 9.30 - 12.30) Foundation Stage 1 place from the beginning of the term **after** his/her third birthday. The nature of the entitlement – i.e. fee paying/ non fee-paying – is determined on the same basis as the entitlement to attend any MOD School. These dates mirror those used in England and Wales, and are regardless of the actual date that any term starts.

AGE	PROVISION
Children whose 3 rd birthday falls on or before: 31 st August join Autumn Term 31 st December join Spring Term 31 st March join Summer term	Foundation 1 (Nursery) This provision is optional.
Children whose 5 th birthday falls between: 1 st September and 31 st August join Foundation 2 in the Autumn Term (i.e. beginning of the school year)	Foundation 2 (Reception) Compulsory once a child is 5.

Children will be entitled to free morning places at St. Christopher’s during school term time. This mirrors the school times of the Government of Gibraltar (GOG) schools to ensure that families can maximise their time together.

Children, by law, do not have to attend any form of provision or care until the term after their fifth birthday. It is up to parental choice whether to access the free provision for children aged three to five offered by MOD Schools. We are pleased that you are considering St. Christopher’s EYFS as part of your child’s early educational experience. The effective provision of pre-school education (EPPE) project noted that, amongst other things:

- High quality pre-schooling is related to better intellectual and social/behavioural development for children.
- Pre-school experience, compared to none, enhances all-round development in children.

For more information regarding this project please see the Department of Education web page:

<http://www.education.gov.uk/childrenandyoungpeople/earlylearningandchildcare/evidence/a0068162/effective-provision-of-pre-school-education-eppe>

The period from age 3 to the end of the Reception Year is described as the Early Years Foundation Stage. It is a distinct Stage and important both in its own right and in preparing children for later school.

Induction and starting arrangements



Starting in Foundation 1.

Children accessing provision at Sunflowers will have a visit from the EYFS leader prior to the children starting at one of the termly entry points. There will be termly induction meetings for new parents to register their child and find out about the new provision their child is entitled to, this will include a tour of the EYFS provision. You will need to bring your child's birth certificate so that we can ensure we have the correct date of birth on our records.

At these termly induction meetings there will be an opportunity to arrange a home visit before your child starts the new term at St. Christopher's. These visits give you and your child the opportunity to meet with a member of staff in a familiar environment where they feel comfortable.

All children will require an educational clearance certificate prior to attending the setting to ensure that your child's needs can be fully met.

TIMINGS

Foundation One



9.30 – 12.30

The opening time of Foundation 1 provision is 9.30 a.m. Children should not arrive before this time. The school cannot accept responsibility for Foundation 1 children before 9.30 a.m. as the staff are involved in preparation and planning and although there are people around they are not able to supervise children before this time.

Foundation 2 Information

Children will be in **Foundation 2** in the academic year in which they turn five. All entitled children are offered a free full time place in Foundation Two. The nature of the entitlement – i.e. fee paying/ non fee-paying – is determined on the same basis as the entitlement to attend MOD School. There is one admission point in September for all Foundation Two children. Parents may wish to send their children part- time. Remember, your child does not legally have to attend school until the term after their fifth birthday.



Starting in Foundation 2

All children turning five in that academic year are able to start in Foundation Two in the September of that year providing that they have been given an educational clearance certificate by St. Christopher's EYFS Leader.

Parents of children starting Foundation 2 in September are invited to one of the Induction Meetings being held at the school in June or July and September. This meeting will consist of a welcome by the EYFS leader and/or FS2 teacher, a short presentation about the curriculum and provision in Foundation 2, an opportunity to complete the registration paperwork needed by the school and a tour of the Foundation Stage provision at the school. You will need to bring your child's birth certificate. There is a staggered entry to enable teachers to meet new children and parents.

Foundation 2 admissions are as follows:

Week1 & 2	Staggered intake of children for half day sessions during summer hours (8.45- 12.00). This will be in Date of Birth order when the numbers of children deem it necessary.
Week 3	These sessions will only run during the morning and include lunch That is 8.45- 13.00
Week 4 Onwards	Full day sessions will be offered 8.45- 15.10 There may be the need for some children to extend the staggered start and we will work in partnership with you to ensure that your child has a smooth a transition as possible into a full school day

The Foundation 2 teacher will arrange a parent meeting with you at the beginning of the term so that they can get to know your child and you. This will be an opportunity to discuss how your child is settling in and where their learning goes next.

The morning sessions, during the first few weeks of the term enable the new teacher to carry out additional assessments and collect information to supplement your child's learning during the coming year.

In future years most of the Foundation 1 children entering Foundation 2 will have already been inducted and registered at the school and parents will be familiar with the routines and procedures of Foundation provision and of the school. There will still be a set of parents meetings to discuss Foundation 2 provision in the September of that year.

There will also be termly opportunities to consult with your child's class teacher in the form of parent meetings.



Timings for Foundation 2

The timings are 8.45 – 15.10 five days a week during school term times and winter hours. The summer hours operate from the day after the Queen's Birthday to the end of term. Children are, however, able to access the Foundation 2 provision when they arrive at school. There will be some adult supervision in the EYFS Unit from **8.45** onwards.

The aim of these arrangements is to enable a smooth transition from Foundation 1 to a full day in Foundation 2. We also acknowledge the fact that children are individuals. Some children may require a longer settling in period in order to gain maximum benefit from their time with us.

In negotiation with you as parents, we will assess and amend these settling in arrangements towards a full day where necessary.

Buses

Children, when they enter Foundation 2, are entitled to make use of the free School Buses supplied by the Garrison Transport Office. Enquiries and details should be sought through the School Liaison officer, Jane Payas.

Please note, Foundation 1 children are **not** entitled to use the buses for coming to and from Foundation 1 each day as this provision is not a statutory educational requirement.



LUNCHTIME ARRANGEMENTS FOR FOUNDATION 2

Currently children in Foundation 2 are able to access free lunches as part of the Universal Free School Meals Scheme. As we do not have any kitchen facilities a cooked lunch is provided by Vicky Bishop catering company Yum Yum a copy of the menu is enclosed in this pack.

ENTERING MID- YEAR IN FOUNDATION 1 OR 2

If you are posted to Gibraltar and your child is about to start in Foundation 1 or Foundation 2 then you should register your child at the school by contacting the school liaison officer. You will require an Educational Clearance Certificate in order to access the provision here at St. Christopher's whereby we can ensure children's needs can be fully met. This process will be explained on contacting us. You will be invited to a registration and induction meeting to meet the staff and explore our provision further. In Foundation 1 there is the possibility of arranging a home visit prior to your child starting with us.

Your child's new Keyperson or Teacher will arrange a meeting with you shortly after your child has started to get to know you and your child.

THE EARLY YEARS FOUNDATION STAGE CURRICULUM

All staff within the Foundation Stage recognise the significance of the Early Years and work to ensure that the learning environment provides rich and stimulating experiences within a friendly and secure atmosphere.

We offer your child

- A specially tailored curriculum leading to approved early learning goals.
- Fun and friendship with children and other adults and a chance to learn and socialise through play.
- The support of a personal keyperson.
- Opportunities for you and your family to be directly involved in the activities of the groups and in your own child's progress.



We aim to make the curriculum an active learning experience based on first-hand experience wherever possible. In order to support this, we will be planning visits both local and further afield. We would ask that, in order to respond quickly to children's interests in relation to local visits, **you sign the consent form page** enclosed with this booklet. This will give staff permission to take your child on a local educational visit. Every visit will, of course, be subject to a hazard survey and risk assessment prior to leaving the unit.

The Keyperson

On starting the EYFS at St. Christopher's your child will be assigned a keyperson. A keyperson has special responsibilities for a group of six to eight children. In

Foundation 2 the teacher will be the key person. He/she has particular care for these children, getting to know you and your child well.

You will be introduced to your child's keyperson and you can speak to them about any concerns that you may have. They will ensure that your child's needs are met.

Their main duties are

- Introducing a new child and parents to the EYFS provision
- Talking with parents about their child, their interests and special likes and dislikes
- Closely monitoring a new child in their first few weeks and beyond.
- Developing a relationship with parents and so exchange information from home to the EYFS provision and from the EYFS provision to home. Information may include health or emotional matters that may effect the well being of the child
- Planning activities for the child, paying attention to their developmental needs and each child's religion, race, culture, language and family values.
- Observing the children in their group in order to keep positive, written statements of achievement. All of the records kept are confidential between the child's parents and the setting staff.

What if my child has special needs?

All children require an **educational clearance certificate** prior to posting to Gibraltar. If you child has Special Educational Needs and has either a statement of SEN/Education and Health Care Plan or has been registered as SEN at your child's current setting then you *must* contact the **Children's Education Advisory Service (CEAS)** prior to registering for St. Christopher's EYFS. Children's Education Advisory Service is a Tri-Service organisation funded by the MOD. It was established to provide information and support to Service families and eligible MOD civilians on all aspects of the education of their children in the UK and overseas.



We ask that you register with CEAS and contact us prior to your arrival to ensure that we are able to meet the needs of your child. It enables us to put support and training in place prior to your child arriving wherever possible and ease the transition into our setting.

A child arriving with SEN will not be able to be admitted into the EYFS until an MOD Assessment of Supportability Overseas (MASO) Enquiry has been completed

Contact details for CEAS:

Children's Education Advisory Service
Trenchard Lines
Upavon, Pewsey
Wiltshire
SN9 6BE

Telephone:
01980 618244 (civilian)

The contact details and more information for CEAS are available on their website:

<http://www.mod.uk/DefenceInternet/DefenceFor/ServiceCommunity/Education/ChildrensEducationAdvisoryService.htm>

(9)4344 8244 (military)

Fax:

01980 618245 (civilian)

(9)4344 8245 (military)

Every effort is made to identify and provide extra help for children with special needs. Parents of special needs children are consulted about these arrangements and if necessary can be referred to the Health Visitor, Speech Therapist or Educational Psychologist.

There are around 20% of children who will have special educational needs at some time in their educational experience. These may range from difficulties with speech and communication through to disabilities that require specific provisions such as specialist teaching, adapted equipment or support from an adult for particular activities.

Identified children will be placed on the school Special Needs Register. An Individual Education Plan will be written to specify what strategies should be used to support them and meet their needs. The EYFS staff will carefully monitor these children to ensure that the plans are being fully implemented and individual children's needs are met. The EYFS leader will hold regular progress meetings with you and the staff and to discuss how your child is accessing learning provision and discuss further strategies and/or support.

Early identification and intervention with young children can have a powerful and beneficial impact on addressing and meeting an individual's special educational needs.

Observation & Visual Images



Observing the children as they participate in both adult led and child led activities forms the corner stone of being able to meet their needs. Seeing how the children apply and consolidate new knowledge, skills and understanding enables us to provide the appropriate environmental changes and targeted teaching opportunities that will stimulate and challenge the children in their learning.

On occasion staff will take photographs and video clips of children as they engage in their learning in order to record and share these successes with you and your child. These observations both written and visual form the basis for the Learning Journey: the record of your child's learning and development throughout the EYFS at St. Christopher's. Please sign the **parental permission form** to give your consent for photographs and video clips of your child to be used for educational purposes and shared only within a closed, protected group. Your child's Learning Journey is available for you to see and share with your child at any time.

We also appreciate that there will be times when you will want to take photographs of your child in school such as school plays and outings. We would not want to discourage this. We would ask you to be respectful of the wishes of other parents and that the images are for your own personal use. Parents and carers will be

required to complete a Photography Request Form should they wish to take or make any recordings within the setting and environment. Authorised use will only be permitted on agreed dates and times, and within designated areas of the setting

Staffing

All staff hold or are working towards qualifications in child care at Level 3 and above. These qualifications include:

- A Full and relevant Early Years Qualification as outlined by the Teaching agency e.g. NVQ L3 Childcare Learning and Development, BTEC Diploma in Childcare and Education.
- Safeguarding Level 1 and 2
- Child Protection
- Equal Opportunities
- First Aid
- Food Handling and Hygiene
- Allergy training

We are very fortunate that all of our staff are qualified within and above the expectations laid down in the Statutory Framework for the Early Years Foundation Stage. All staff at St. Christopher's take their own training and development seriously in order to provide the best quality care and education.

If you would like to learn more about 'full and relevant' early year's qualifications please go to the Teaching Agency webpage:

<https://www.education.gov.uk/eypqd/qualification-search>

MOD Schools promotes continued training and development through a variety of programmes.

Along with this admissions booklet you will be given a leaflet outlining the Early Years Foundation Stage. Our planning is on display and we would encourage you to come and have a look. A member of our team will be more than happy to talk to you about it.

PARENTS AS PARTNERS

We recognise that parents are children's first and most enduring educators. Working together, the results and partnership forged can have a positive impact on children's development and learning. A successful partnership needs a two-way flow of information, knowledge and expertise to work well.

We consider it extremely important to involve you, as a parent, in the Foundation education of your child. To this end we arrange a number of functions and activities during the year which you are encouraged to support. However, your visits need not be restricted to these occasions.

We would love to hear about your child's successes and interests at home so please use our '**Tapestry programme**' where parents can add photos and comments so that we can celebrate together!

If you require a more formal meeting in addition to the termly parent meetings, please ring the office beforehand to arrange a mutually convenient time to meet with a Keyperson, teacher or member of staff.



Letters to parents

Your child will bring home a weekly newsletter which will inform you about work that we have been doing at school and are going on to do, snack lists for the week (so that you have the opportunity to inform us if there is anything that your child may struggle with)

and ideas for things to do at home in support of the work done in school. It would be great to be able to feature ideas that you have too so please let us know.

There will also be a curriculum statement that will come home each time we change our theme that provides the umbrella topic and context for our learning. This will give you an overview of what our learning objectives that we will be covering.

Home School Journal & Contact book

In Foundation 2 each child will be supplied with a Home school Journal/ contact book that is also used as a record of books read and reading progress. This book is intended as an additional forum for dialogue between home and school please contribute to the Journal and indicate any significant events or learning that occur in your child's life outside of our Foundation provision. Whilst many parents will be bringing and collecting their child from school there is sometimes not the opportunity for everyone to have time to pass on messages. Whilst the journals are checked every day, if you have written a message or sent in a note that is urgent, please encourage your child to bring it to the teacher's attention.

Dropping off and collection of children.

The EYFS operates a policy whereby only **named adults** are allowed to drop off and collect children to and from Foundation Stage provision. If you wish for another adult to collect your child please notify the school **in writing in advance**, or in an emergency, by telephone. Without this notification your child will not be permitted to go with other adults. If you collecting are child on behalf of a parent please be prepared for a member of staff to check your I.D.

Bringing and collecting children.

In Foundation 1 children should be brought by a parent, or another named adult, and dropped off in person at the entrance to the unit. Doors will open to the Foundation 1 provision from 9.30 a.m. onwards. There will be a member of staff on the door to greet you at this time. Please note that the school can take no responsibility for children arriving before this time.

In Foundation 2 the children can be brought into school by a parent or another named adult at the entrance to the unit from 8.45 a.m. Children travelling by bus will be brought into school by the bus escort and handed directly over to the teacher.

HEALTH AND WELL – BEING



St. Christopher's complies with health and safety regulations and the welfare requirements of the EYFS in making our setting a **no smoking** environment, both indoor and outdoor. The MOD introduced a ban on smoking within its buildings as of 1st January 2007. Please refrain from smoking in or around the EYFS unit.

Feeling ill

Please contact us as soon as possible, preferably in writing, if your child is ill or unable to attend for any reason. Children who are unwell should not be sent to the setting. Not only is this unfair on your child but there is also the likely risk of wider infection to other children and staff.

Guidance on the incubation periods of infectious and contagious conditions can be sought from the medical centre and school office. Your child *must* have **48 hours** clear from any sickness or diarrhoea before returning to school.

If your child becomes ill whilst at our setting they will be made comfortable and you will be contacted by telephone and asked to collect him/ her. In the opinion of a trained First Aider, should your child need urgent medical treatment and you cannot be contacted an ambulance will be called and he/she will be taken directly to the appropriate medical facility. You will be asked to **sign a consent form** to this effect when your child starts here. Please see the enclosed consent form page.



Administering medicines

If your child has medical condition that requires medication e.g. asthma or eczema, please let the school know and keep the school informed about any changes.

We will need your **written permission** to administer any *prescribed* medication. Medication is stored in an area away from the children (but within reach of adults). Staff will not administer any medication that has not been prescribed by a doctor.

Intimate care

We would recommend that parents invest a little time in toilet training prior to children starting in our setting (if you haven't already done so) in order that your child is dry during the day. This enables our staffing ratio's to be maintained and children to have access to all areas of provision. It is also better for your child's self-esteem if she or he can independently manage the toilet alongside their peers. Advice on toilet training is available from your Health Visitor.

We understand that children will have the occasional toilet accident in the day, particularly as they are so busy it can sometimes be left too late! Our practitioners are conversant with MOD Schools guidance on "Intimate Care" and understand the accepted procedure when changing children who have had a toilet (or any other) accident.

In accordance with the government guidelines 'Working together to safeguard children', the BFG (Gib), MOD Schools and our EYFS Safeguarding policies we would appreciate it if you could read and sign the **consent form** giving staff permission to change your child following a toilet accident and ensure that they are comfortable.

Clothing and uniform



As the children enter local schools from Year 1, we have decided that uniform should be considered optional so that, as a family, you do not incur additional costs over a short period of time.

Children may wear practical clothing appropriate to the season whilst remembering that the children have continuous access to outdoor provision, whatever the weather e.g. heat wave, rain and wind. In particularly poor weather your child should bring a change of shoes, for example, some slippers. Wellington boots are essential kit!

Please ensure all clothing is NAMED preferably with sewn in name tapes.

- Children should be dressed in clothing that they are **independently** able to undo and do up when they need to go to the toilet and for activities like Physical Education, where they must change their clothes. Belts, dungarees and tights etc. are fiddly for little hands.
- Shoes should not have laces unless your child is able to independently untie and tie laces.
- All items of clothing should be visibly named.
- Please note that children in both Foundation 1 and Foundation 2 provision will be offered lots of opportunities for outdoor, messy and active play therefore children should not be sent to school in best or expensive clothing.

- An apron will be provided for children when they are engaged in art activities.

For PE activities, children should be provided with a spare pair of shorts, a spare top and some plimsolls or inexpensive and unfussy trainers (Indoor PE will be barefoot). These items all need to be labelled and kept together in a drawstring type of bag with your child's name on. P.E. kits come into school on a Monday and are returned on a Friday (accidents notwithstanding)

Valuable possessions and lost property

Staff cannot be held responsible for lost property. Money and valuables are best left at home. When it is necessary to bring money in to the Foundation provision (for fees etc.) please do so in a named sealed envelope and hand it to a member of staff or to the office. You will be given a receipt as proof of payment. Lost property can usually be located back to its owner, however, please contact us if you think your child has mislaid an item and we will investigate.

Fees and additional costs

From the term after your child's third birthday until the term after their fifth birthday, when they are entitled to statutory free educational provision, there are no fees for the morning sessions in Foundation 1 and the full time provision in Foundation 2.

Each day your child will have a healthy snack and a drink. Water is available throughout the day and we encourage children to bring in a named water bottle. The sports style bottles tend to be best. Snack time fees are a voluntary contribution to help support providing a variety of snacks. You will receive a snack bill from us payable monthly. There is also an additional contribution that we kindly request to cover our cooking ingredients and other food related items that the children will use.

Book bags are also available and are useful for bringing pictures and letters to and from St. Christopher's. They are essential in Foundation 2.

Behaviour



Whilst setting boundaries for appropriate behaviour, staff are also aware of the needs of children for care and affection. Children are encouraged to become solution focussed in responding to social conflict with the support of calm and sensitive adults around them. Sometimes temporary changes of environment say to another area, or time out to sit quietly, is all that is required.

We try to keep rules to a minimum and generally the children accessing St. Christopher's EYFS behave very well. If a child is found to be consistently experiencing difficulties, parents will be invited to discuss the concerns and work towards a supportive and inclusive outcome. This is more clearly explained in the school behaviour policy and documentation that is available to you should you wish to read further.

Child protection

Our provision is subject to the school policy on child protection. It is our intention to create an environment in which children are safe from abuse and in which any suspicion of abuse is promptly and appropriately responded to. All adults will have opportunities for regular and statutory training regarding Safeguarding and Child Protection, so that good practice can be maintained and adhered to. Suspicions of abuse will be dealt with in a prompt and professional manner and any suspicions kept confidential. All staff follow and rigorously adhere to the BFGib Child Protection Guidelines and Protocols and the Department for Education publication 'Working Together to Safeguard Children' document.

Concerns and complaints

If you have any concerns regarding the care and progress of your child whilst at St. Christopher's provision you should first arrange to clarify issues by arranging a meeting with your child's class teacher or Keyperson. If necessary, after this meeting, you should arrange to meet with the EYFS leader. This person is directly responsible for Foundation Stage provision at St. Christopher's and is responsible for all that happens at the school and you, having pursued the other avenues, should feel free to arrange to meet with her. If you feel that the complaint needs to go further or is regarding the EYFS leader then please contact the School Governance Committee parent representative. The names of these representatives are held in the school office and on the welcome board.



All parental complaints either written or verbal are recorded in writing and dealt with in the appropriate manner.

As a member of the MOD Schools organisation we aim to provide the highest quality education and care for all the children. Our aim is to provide a service that responds to the needs of all the children, parents and staff. We welcome suggestions and ideas as to how our Foundation Stage provision and its operation can be improved and the Foundation Team welcomes suggestions and comments. We take all compliments, complaints and suggestions very seriously. Finally, we trust that by working together in partnership with you, your child will have a worthwhile and enjoyable time at St. Christopher's Foundation Stage

“Play is often talked about as if it were a relief from serious learning. But for children play is serious learning. Play is really the work of childhood.”

(Fred Rogers)

The staff at St. Christopher's EYFS Unit are looking forward to working with you and your child. We hope to see you soon.