

EARLY YEARS POLICY

PURPOSE:

The purpose of Early Years is:

To strategically plan a comprehensive approach to literacy and numeracy development.

To recognise that all students should succeed in Literacy and Numeracy by the end of their fifth year of schooling.

GOALS:

- 2.1 To provide a structured literacy and numeracy program that includes explicit language and numeracy teaching and placement in an appropriate instructional group for students from P-4
- 2.2 To ensure the early identification of children " at risk" in their literacy and numeracy development and to provide relevant additional assistance for those students e.g. Reading Recovery, Numeracy Intervention Program P – 4.
- 2.3 To ensure effective Parent Participation in literacy numeracy programs e.g. through provision of D.E.&T. Parent Education programs.
- 2.4 To provide ongoing Professional Development programs for the whole school community that ensures the full implementation of the Victorian Early Years initiative.
- 2.5 To ensure that all students are extended and supported to improve their achievements in literacy and numeracy.

GUIDELINES: LITERACY

- 3.1 A structured two-hour daily program (incorporating Reading and Writing) will be conducted in all year Prep – 4 classrooms.
- 3.2. Fountas Pinnell BAS will be used to match children to text and to monitor student progress..
- 3.3 Marie Clay's Observation survey will form the basis for assessment and/or on-going monitoring for Years P-2 "at risk" students.
- 3.4 All Year One students will have the Observation Survey administered early Term 1.
- 3.5 The L.L.I. program will target children "at risk"
- 3.6 Parents assisting with classroom support will have completed the "Classroom Helpers A course for Parents, Helpers and Aides."

GUIDELINES: NUMERACY

- 4.1 A structured one-hour daily program will be conducted in all P-4 classrooms.
- 4.2 The Early Years Numeracy Interview will be used in Terms one and four to assess and monitor students progress P-4.
- 4.3 All students in P-4 will have the Early Years Numeracy Interview administered early term one.
- 4.4 Parents assisting with classroom support will have completed the "Early Numeracy Classroom Helpers" course for parents, helpers and aides.

IMPLEMENTATION: LITERACY

- 5.1 Children in Year Prep will be targeted for assessment in Term One of and including Marie Clay's Concepts About Print and Letter Identification
- 5.2 Classroom teachers will conduct Observation Surveys for all Year One students in term one.
- 5.3 Running records to match children to text for Guided Reading and Take Home Reading will be an on going feature.
- 5.4 An assessment schedule will be developed in line with the School Based Assessment Policy.
- 5.5 Text reading level will be included in each student's Profiles in December of each year.
- 5.6 Children identified as most "at risk" will have access to the L.L.I. program. Early Years Parent Education Program will be offered annually.
- 5.7 The Early Years (P-2) literacy plan will be reviewed and written annually.
- 5.8 Professional Development will be offered for all staff and will be on going.
- 5.9 Staff will have the opportunity to visit their peers in the classrooms to observe "Best Practice" as part of Professional Development.

IMPLEMENTATION: NUMERACY

- 6.1 Staff to timetable a daily one hour numeracy session (i.e. 5 hours per week of numeracy).
- 6.2 Classroom teachers will conduct the Early Years Numeracy Interview as a School Based Assessment task on all children in P – 4 in Semester 1 and a selection of appropriate aspects of the Early Numeracy Interview throughout the year. (as per EYN in the Classroom manual pg 25)
- 6.3 Children identified as most "at risk" will have access to Numeracy Intervention Program
- 6.4 Ongoing Professional Development will be provided for staff.

- 6.5 The success of the EYN program and the range of support to students will be monitored by the PLC Executive Committee.
- 6.6 Staff will have the opportunity to visit their peers in classrooms.
- 6.7 Results of EYN Interview kept in students file. (Hard Copy) Send student electronic data to new teacher at the beginning of the school year using Early Years Numeracy Interview Online program.

EVALUATION:

The success of the program and the range of support to students will be monitored by the PLC Executive Committee and the Early Years team:

- Annual Review of program – (Successes Concerns and Recommendations)
- Fontas Pinnell BAS
- Data received from Early Years Numeracy Interview.
- Comparison School Based Assessment data.
- Comparison of D.E.&T AIM (Achievement Improvement Monitor) data.
- Ongoing monitoring of students by all teachers.
- Goal setting by parents and teachers through Individual Learning Plans.