

Best Practice – Quality Area 1

Please Note: Brimbank Preschool Association Inc. is referred to as BPA in this document.

PURPOSE

This policy will provide guidelines to ensure that the educational program (curriculum) and practice at services managed by BPA are:

- based on an approved learning framework
- underpinned by critical reflection and careful planning
- stimulating, engaging and enhances children's learning and development.

POLICY STATEMENT

1. VALUES

BPA is committed to:

- providing an educational program that is based on reflective practice, critical analysis and planning
- supporting each child to achieve learning outcomes consistent with the national *Early Years Learning Framework* and/or the *Victorian Early Years Learning and Development Framework* (refer to *Sources*)
- providing an educational program where children can learn through play and are supported to make decisions, problem-solve and build relationships with others
- creating an environment that supports, reflects and promotes equitable and inclusive behaviours and practices
- involving families in the development and review of educational program and practice.

2. SCOPE

This policy applies to the Approved Provider (BPA), Nominated Supervisor, Certified Supervisor, educators, staff, students on placement, volunteers, parents/guardians, children and others attending the programs and activities of services managed by BPA.

3. BACKGROUND AND LEGISLATION

Background

The *Education and Care Services National Law Act 2010* (National Law) requires services to deliver an educational program (curriculum) that is based on an approved learning framework. In Victoria, approved learning frameworks for the early childhood sector are the *Early Years Learning Framework (Belonging, Being & Becoming)* (refer to *Sources*) and the *Victorian Early Years Learning and Development Framework* (refer to *Sources*). These documents are underpinned by practices and principles that encourage reflection and provide educators with a thorough understanding of the pedagogy of early childhood curriculum in a contemporary context.

Part 4.1 of the *Education and Care Services National Regulations 2011* (National Regulations) outlines the operational requirements for educational program and practice within services, including the requirements for documentation of assessments in relation to the educational program. There is no prescribed method in the National Law or National Regulations for documenting assessment of children's learning. Each service must determine a method that suits their individual circumstances. To meet the documentation requirements of the National Regulations, the assessment must include an analysis of children's learning. Collecting this information enables educators to plan effectively for each child's learning and development. It can also be used by educators to stimulate reflection on their

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own values, beliefs and teaching practices, and to communicate about children's learning with children and their families.

The National Regulations requires the appointment of an Educational Leader to lead the development and implementation of the educational program (or curriculum) at the service (Regulation 118). This person will have suitable qualifications and experience, as well as a thorough understanding of the *Early Years Learning Framework* and/or the *Victorian Early Years Learning and Development Framework*, enabling them to guide other educators in planning and reflection, and to mentor colleagues in implementation practices (*Guide to the Education and Care Services National Law and the Education and Care Services National Regulations*, p85 – refer to *Sources*).

The *National Quality Standard* is linked to the approved learning frameworks. Quality Area 1: Educational Program and Practice focuses on “enhancing children's learning and development through the:

- pedagogical practices of educators and co-ordinators
- development of programs that promote children's learning across five learning outcomes” (*Guide to the National Quality Standard*, p20 – refer to *Sources*).

The educational program must also be underpinned by the service's philosophy.

Legislation and standards

Relevant legislation and standards include but are not limited to:

- *Education and Care Services National Law Act 2010*: Sections 168, 301(3)(d), 323
- *Education and Care Services National Regulations 2011*: Regulations 73–76, 118, 148
- *National Quality Standard*, Quality Area 1: Educational Program and Practice

4. DEFINITIONS

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the *General Definitions* section of this manual.

Approved learning framework: A document that outlines practices that educators and co-ordinators must use to support and promote children's learning. The *Early Years Learning Framework (Belonging, Being & Becoming)* and the *Victorian Early Years Learning and Development Framework* are approved learning frameworks for use in Victoria (refer to *Sources*).

Critical reflection: Reflective practices that focus on implications for equity and social justice (*Early Years Learning Framework*, p45 – refer to *Sources*). Critical reflection occurs when we analyse and challenge the validity of our presuppositions and assess the appropriateness of our knowledge, understanding and beliefs given our present contexts (Mezirow, 1990)

Curriculum: All interactions, experiences, activities, routines and events, planned and unplanned, that occur in an environment designed to foster children's learning and development (*Early Years Learning Framework*, p45 – refer to *Sources*; adapted from Te Whariki) – Refer to Attachment 1.

Each child: A phrase used in the *National Quality Standard* when an individualised approach is warranted and educators are required to modify their response to meet the needs of an individual child. An example is ‘each child's current knowledge, ideas, culture and interests provide the foundation for the program’.

Educational Leader: The Approved Provider of an education and care service must designate, in writing, a suitably qualified and experienced educator, co-ordinator or other individual to lead the

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development and implementation of educational programs at the service (Regulation 118). This person must have a thorough understanding of the *Early Years Learning Framework* (or other approved learning framework), be able to guide other educators in their planning and reflection, and mentor colleagues in the implementation of their practice.

Learning: A natural process of exploration that children engage in from birth, as they expand their intellectual, physical, social, emotional and creative capacities. Early learning is closely linked to early development.

Learning framework: Refer to **approved learning framework** above.

Learning outcome: A skill, knowledge or disposition that educators can actively promote in early childhood settings, in collaboration with children and families.

Learning relationships: Relationships that further children's learning and development. Both adult and child have intent to learn from one another.

Play-based learning: A context for learning through which children organise and make sense of their social world as they engage actively with people, objects and representations.

5. SOURCES AND RELATED POLICIES

Sources

- *Belonging, Being & Becoming – The Early Years Learning Framework for Australia:*
<http://education.gov.au/early-years-learning-framework>
- *Educators' Guide to the Early Years Learning Framework for Australia:*
<http://education.gov.au/early-years-learning-framework>
- *Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011, ACECQA:* www.acecqa.gov.au
- *Guide to the National Quality Standard, ACECQA:* www.acecqa.gov.au
- *National Quality Standard Professional Learning Program:*
www.earlychildhoodaustralia.org.au/nqsplp
- *Victorian Early Years Learning and Development Framework:*
www.education.vic.gov.au/earlylearning/eyldf/default.htm
- *Victorian Early Years Learning and Development Framework – Resources for Professionals:*
www.education.vic.gov.au/earlylearning/eyldf/profresources.htm

Service policies

- *Code of Conduct Policy*
- *Environmental Sustainability Policy*
- *Inclusion and Equity Policy*
- *Interactions with Children Policy*
- *Nutrition and Active Play Policy*
- *Participation of Volunteers and Students Policy*
- *Road Safety and Safe Transport Policy*
- *Sun Protection Policy*
- *Supervision of Children Policy*
- *Water Safety Policy*

PROCEDURES

The Approved Provider (BPA) is responsible for:

- ensuring that the educational program is stimulating and engaging, enhances children's learning and development, and is based on an approved learning framework (refer to *Definitions*) (Section 168)
- ensuring the developmental needs, interests and experiences, and the individual differences of each child are accommodated in the educational program (Section 168) (refer to *Inclusion and Equity Policy*)
- designating a suitably qualified and experienced Educational Leader to direct the development and implementation of educational programs at a service (Regulation 118)
- ensuring the Educational Leader Consent form is included with the relevant staff record at the service (Regulation 148)
- ensuring that a service's philosophy guides educational program and practice
- ensuring that assessments of the child's developmental needs, interests, experiences and participation in the educational program are documented (Regulation 74(1)(a)(i))
- ensuring that assessments of the child's progress are documented against the outcomes of the educational program (Regulation 74(1)(a)(ii))
- ensuring documentation of assessments includes reflection on the period of time the child is being educated and cared for at the service, and how documented information will be used by educators at the service (Regulation 74(2)(a)(i)&(ii))
- ensuring documentation is written in plain language and is easy to understand by both educators and parents/guardians (Regulation 74(2)(b))
- ensuring a copy of the educational program is displayed at a service and accessible to parents/guardians (Regulation 75)
- ensuring that parents/guardians are provided with information about the content and implementation of the educational program, their child's participation in the program and documentation relating to assessments or evaluations of their child (Regulation 76)
- provide guidance in developing and evaluating the educational program in collaboration with the Educational Leader, Nominated Supervisor, educators, children and families.

The Educational Leader and/or Nominated Supervisor is responsible for:

- ensuring that the educational program is stimulating and engaging, enhances children's learning and development, and is based on an approved learning framework (refer to *Definitions*) (Section 168)
- ensuring the developmental needs, interests and experiences, and the individual differences of each child are accommodated in the educational program (Section 168) (refer to *Inclusion and Equity Policy*)
- ensuring the educational program contributes to each child:
 - developing a strong sense of identity
 - being connected with, and contributing to, his or her world
 - having a strong sense of wellbeing
 - being a confident and involved learner
 - being an effective communicator (Regulation 73)
- ensuring that a service's philosophy guides educational program and practice
- ensuring that participation in the educational program is documented (Regulation 74(1)(a)(i))

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- ensuring that assessments of the child's progress are documented against the outcomes of the educational program (Regulation 74(1)(a)(ii))
- ensuring documentation of assessments includes reflection on the period of time the child is being educated and cared for at the service, and how documented information will be used by educators at the service (Regulation 74(2)(a)(i)&(ii))
- ensuring that assessments of the child's developmental needs, interests, experiences and participation in the educational program are documented (Regulation 74(1)(a)(i))
- ensuring documentation is written in plain language and is easy to understand by both educators and parents/guardians (Regulation 74(2)(b))
- displaying a copy of the educational program at a service in a location accessible to parents/guardians
- ensuring that each child's learning and development is assessed as part of an ongoing cycle of planning, documentation and evaluation
- ensuring that there is a record of learning and development for each child, and that it is updated and maintained on an ongoing basis
- developing and evaluating the educational program in collaboration with the Approved Provider, educators, children and families
- ensuring regular communication is established between a service and parents/guardians in relation to their child's learning and development.

Certified Supervisors and other educators are responsible for:

- ensuring that a service's philosophy guides educational program and practice
- developing and evaluating the educational program in collaboration with the Approved Provider, Nominated Supervisor, children and families.
- delivering an educational program that is stimulating and engaging, enhances children's learning and development, and is based on an approved learning framework (refer to *Definitions*)
- considering the developmental needs, interests and experiences, and the individual differences of each child in the educational program (refer to *Inclusion and Equity Policy*)
- assessing and documenting each child's needs, interests, experiences, participation and progress in relation to the educational program in a way that is easy to understand for parents/guardians
- ensuring documentation is written in plain language and is easy to understand by both educators and parents/guardians (Regulation 74(2)(b))
- making information available to parents/guardians about their child's participation in the educational program
- communicating regularly with parents/guardians in relation to their child's learning and development

Parents/guardians are responsible for:

- communicating regularly with the service in relation to their child's learning and development
- providing input to the development of the educational program in collaboration with the Approved Provider, Nominated Supervisor, educators and children.

Volunteers and students, while at the service, are responsible for following this policy and its procedures.

EVALUATION

In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:

- regularly seek feedback from everyone affected by the policy regarding its effectiveness
- monitor the implementation, compliance, complaints and incidents in relation to this policy
- keep the policy up to date with current legislation, research, policy and best practice
- revise the policy and procedures as part of the service's policy review cycle, or as required
- notify parents/guardians at least 14 days before making any changes to this policy or its procedures.

ATTACHMENTS

- Attachment 1: Curriculum Policy Guidelines

AUTHORISATION

This policy was adopted by the Approved Provider, Brimbank Preschool Association Inc. on 10 July 2018.

REVIEW DATE: 10 JULY 2021

ATTACHMENT 1

Curriculum Policy Guidelines

CREATIVE EXPERIENCES AND SPECIAL EVENTS

BPA supports creative play and promotes the need for children to be given every opportunity for self-expression. All educators are expected to promote the development of each child's sense of agency and to allow children to express themselves and to be leaders in their own learning.

Current research and evidence supports our belief that it is unacceptable for children to be required to participate. Art experiences should **always** be about a child's self-expression, and the child should be intrinsically motivated to participate. It is never appropriate to have mass-produced/template activities in early childhood programs. Staff should consider and question whether there is a more appropriate way to meet the intention behind the experience.

The role of the educator is to support children to develop their imagination and confidence to express their thoughts and ideas in a number of different ways. As with all planned activities, art experiences should be planned for the learning involved, and not for the final product which may please someone else eg: Mother's Day gifts.

BPA Children's Services strongly believe in the inclusion of special celebrations that reflect the community in which the services operates. These special events should be celebrated in a manner that is consistent with children's choice and self-expression. Celebrations and special events need to be authentic. Sometimes individual milestones and spontaneous celebrations or events occur (eg: new sibling, riding a bike without training wheels), and these should be acknowledged when appropriate.

Sometimes children will not wish to participate in planned activities. Some families may not want their child to participate in a particular experience for a variety of reasons. Staff need to be respectful of these decisions, and offer meaningful alternatives.

EXPERIENCES

CHARACTERISTICS

EXAMPLES

Creative, unique and original

Wide range of materials for children to choose from. Materials are displayed invitingly and are readily accessible to children at all times. Each creation will be different.

Open-ended and unstructured

No mass-produced products such as photocopied sheets/templates eg: all children making a poppy/blossom/spider.

Are child centred and child directed

Educator supports the child to create, but does not do it for them, 'fix' what has been done by the child, or control the process in any way. Not all children are expected to have a turn.

Come from within the child

Focused on individual children's interests, and are appropriate to the child's development. Educators believe children are capable and respect their ideas and efforts.

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Involve self-expression	Are not copied or imitated. The children may be inspired by beautiful objects, natural and real materials, Masters paintings etc.
Are process orientated (the doing is more important than the end product)	Focus on the process of creating, not the finished product. Value judgements are inappropriate.
May not appeal to adults because the finished product may not be recognisable	It is expected that every child's art is unique. Educators should confine comments to process rather than the end result.
Are success oriented – no fear of failure	Mistakes are fine because creativity demands risk-taking. There's no measure of success eg: copying something made by an Educator or completing something to the Educator's expectations – 'you need to add more to that painting'.
Empower children to decide on content	The EYLF makes it clear that children should have agency in regard to the activities they participate in and their level of involvement.
Pleasure the child	Child is intrinsically motivated and this is enough. It is not done to please parents and educators.
Need open blocks of time	Children should not be rushed. Children should be given opportunities to explore, to experiment, and to return to their creation possibly over a number of days. Children's work needs to be protected in this case.

Team discussions are encouraged to reflect on the following:

- What is the meaning of the celebration?
- Can we teach children about it in a way that is meaningful to them?
- How does the planned experience/event, fit within the frameworks?
- What is the learning intention of the activity?
- What do we celebrate, and why? What informs their inclusion in the program?

Reflections on these questions need to be documented at the time of the discussion. These can then be used to inform your practice, and in discussions with parents, other educators, BPA and authorised officers.

REFERENCES:

Stonehouse, A.	Creative Play in Art and Craft , Gowrie Victoria Resource Sheet
NQS PLP	Nurturing Creativity , Early Childhood Australia, 2012
Schirmacher, R.	Inviting Creativity: The teachers role in art , www.communityplaythings.com
DEEWR	The Early Years Learning Framework for Australia, 2009
DEECD	Victorian Early Years Learning and Development Framework, 2009
Glancy, K & Lindsay G.,	Art or Craft: Interest or Pinterest , Every Child Vol 21, No 4, 2015