



HOLY TRINITY PRESCHOOL

# Development Plan

**2022 – 2024**

## PURPOSE OF THE DEVELOPMENT PLAN

- 👉 To help us achieve our vision.
- 👉 To enable the Preschool to improve the attainment and achievement of the children at Holy Trinity Preschool.
- 👉 This plan shows a set of achievable targets for the growth of our Preschool and improvements related to our Self evaluation processes.
- 👉 To draw together all aspects of budget and priorities setting and decision making.
- 👉 To demonstrate the ability to plan, evaluate and obtain value for money within the priorities set out.
- 👉 To ensure our centre is working towards the priorities set out in Every Child Matters.
- 👉 To ensure we are implementing the Early Years Foundation Stage.

## THE PLAN IS INFLUENCED BY:

- 👉 The review of our children's profiles.
- 👉 Priorities set by the whole staff team.
- 👉 Parents input through questionnaires and suggestions.
- 👉 Discussion with the children.
- 👉 Evidence from observations, record keeping and tracking.
- 👉 The Early Years Foundation Stage.
- 👉 Appraisal and performance management.
- 👉 Parent representative meetings, and Parent Rep chats with families

## TIMETABLE TO PRODUCE AND IMPLEMENT DEVELOPMENT PLAN

Spring 2022	Seek parents views on Preschool via questionnaire Look at exit tracking groups of children and look for main priorities SEF relooked at by Manager and all staff
Summer 2022	Chairperson and management team to review the new plan based on the information received from above
TERMLY	Plan reviewed at PMC meetings and staff meetings
June 2022	Review action plan with staff, Chairperson and Senior Management



## VISION STATEMENT

Holy Trinity Preschool aims to provide our children with the best start in life. Working alongside other agencies we support children by engaging their parents, carers, extended families and the wider community.

Through play, in a safe caring environment, all our children are encouraged to become creative, confident, independent, lifelong learners.

## Three Year Strategic Plan for Holy Trinity Preschool

2022-2024

Areas of Development	Areas of Every Child Matters
<p><b>To maintain our Outstanding category with Ofsted</b>            With the one point of entry and formula funding we need to maintain an excellent rich varied curriculum bearing in mind that with our 3 and 4 year old children, they will mainly have only 3 terms with us. There is potential for the gap to widen between the children who are coming from our up to three section and having additional hours and the children entering the term after they are three and only having 15 hours and one year. This means that we should target vulnerable children to take up our 2 year old places so they have the longest time in Preschool.</p> <p>We shall need to keep 3 of our places exclusively for children who are referred via the free two year old place scheme (24U).</p> <p>Maintain a focus on play and positive relationships between children, with parents and carers, and between team members.</p> <p>Develop our quality of provision and curriculum for the children, with a focus on calendar events, faith events, seasonal events and changes, and following the children's interests.</p> <p>Manage the setting well: team members, recruitment, curriculum development, professional development.</p>	<p>Enjoy and achieve</p> <p>In 2019/20 Ofsted inspected Holy Trinity Preschool and found us to be 'Outstanding'.</p> <p>We have continued to encourage families with two year olds to attend Holy Trinity Preschool and our associated Toddler group.</p>
<p>To build on relationships with restructured organisations. For example – Health Visitors, SEND (preferred providers).</p>	<p>Make a positive contribution.</p>
<p><b>Within the Community</b>            To become better known and work wider within the community. To participate in local events and to advertise ourselves when doing so. To use the community garden to become better known e.g. participating in Belle Vue Arts Festival and Scarecrow Trail.</p> <p>To do this we need to find out about local events and plan a presence there.</p> <p>To continue to visit local residential homes and to include them in our long term planning.</p> <p>To have our name on hi-vis jackets.</p> <p>Improve the signage to raise our profile locally.</p> <p>Host community events in our setting to invite others to use our space.</p> <p>Continue to represent the setting on media and social media e.g. Facebook, Instagram, newspapers.</p> <p>Participate in church events and services, hosting visits from Trinity Churches team, making videos for use in the church service.</p> <p>Hosting the Lantern Parade and Christmas events annually.</p>	<p>Make a positive contribution</p> <p>Briarfields. Hazledine Court. Fairford Place.</p> <p>Invite in a local police officer?</p> <p>Be at Coleham's open days and Christmas fair etc.</p>

Knitted animals in the outdoor area.	
<p><b>Building</b> Our building needs painting.</p> <p>We have created more storage space outdoors with a new shed, and the recycled bottles green house.</p> <p>Review recent maintenance inside and out e.g. new gate to front of church, step edge cover etc and those still needed.</p> <p>Review of equipment and resources owned by the setting inside and out, looking at variety, quality, appropriateness and maintenance. This will lead to a comprehensive wish list for purchasing or fundraising to be shared where appropriate with parents. Focus on making sure the equipment and curriculum areas can be identified and used as independently as possible by the children, particularly those with additional needs e.g. more visual aids and positive instructions.</p>	<p>Stay safe Enjoy and achieve.</p> <p>Shed lock and 'under stairs' cupboard</p>
<p><b>Health and Safety</b> Forest School. Using the school and other Belle Vue sites and continuing that good practice within the setting.</p> <p>Suggestions and encouragements for carers of fun outdoor play activities and venues via social media.</p> <p>To continue all staff are kept aware of Child Protection/Health and Safety issues by undertaking and updating training.</p>	<p>Stay safe Child protection training for all staff. Designated person training done for preferred provider.</p>
<p><b>Healthy body and mind</b> Maintain healthy eating with Preschool.</p> <p>To develop our relationship with the food hub organisation.</p> <p>Use social media for fun food suggestions, photos of healthy eating in the setting, recipe ideas, healthy eating public health information/leaflets.</p> <p>Supporting parents, carers, children and staff with mental health and well-being issues relating to Covid and post-Covid. Reviewing what support we can offer here, with our parent representative, church governing body, chairperson etc.</p>	<p>Being healthy.</p> <p>Visit Wildlife Trust to talk about animals and habitats</p>
<p><b>Transition</b> To continue to develop the idea of children experiencing Forest School activities and balance bike sessions at Coleham School.</p> <p>To attend Coleham events and assemblies when able.</p> <p>Invite Coleham to our Christmas parade/outdoor events.</p> <p>Induction visits to Coleham.</p> <p>Send invites to encourage visits from feeder schools.</p>	<p>Enjoy and achieve. This has been developed throughout 2014 – 17 with children regularly accessing Forest School.</p>
<p><b>Curriculum</b> To continue to monitor the progress of all children in different areas of the curriculum and to respond if the outcomes begin to dip in any areas.</p> <p>Introduction of the new Early Years Framework and Development Matters</p>	<p>Enjoy and achieve. Recording is now showing development and next steps clearly.</p>

<p>documents in 2021. How these documents will change and develop provision and record keeping, monitoring and assessment e.g learning journeys.</p> <p>Plan remote learning support in the case of future lockdowns, based on what we were able to offer in 2020/21 e.g. social media stories, play ideas, familiarity with the setting using videos.</p> <p>Curriculum areas under development currently: reading area, mark making, sleep area.</p> <p>Post-Covid plans for family trips and visits as a setting.</p> <p>Enrichment of the curriculum with varied visitors to the setting and family events.</p>	
<p><b>Parents</b> To continue to involve parents in the life of Preschool.</p> <p>To keep them up to date with what they can do at home to help their children via parents' appointments.</p> <p>To ensure that newsletters and information via Facebook and emails is given frequently. To keep up the high quality of interaction that we have at the moment.</p> <p>Coping in post-Covid world: to adapt and try to help and support families, whilst keeping everyone safe.</p> <p>New way of conducting parents meetings: great value placed upon them with designated term-time appointments the week before half term.</p> <p>Use social media to let people know news, share information, celebrate, praise and encourage parents and carers, as well as children.</p> <p>Notice board: opportunity to share information, from the setting and wider agencies.</p>	<p>Making a positive contribution.</p> <p>Family outings.</p> <p>Parenting courses.</p> <p>Letters, sounds and numbers board for joined up learning.</p> <p>Facebook updates.</p> <p>'What we have done today' whiteboard.</p>

These priorities have appeared at other times in our Preschool Development Plan.  
This is a **maintenance Plan** to make sure we continue to offer the best for the children and families attending Preschool.

<b>Staying Safe</b>	<b>Actions</b>	<b>When</b>
Regular Child Protection training for all the staff to ensure that everyone is up to date with current legislation. Regular Safeguarding information and policy updates given to all staff. Reaching out to offer support and help to parents and the wider community with notice boards, leaflets, helpline information etc.	Child protection training for all staff.  Registration by all staff on Safeguarding training.  Safeguarding Policy updated each September or when Shropshire send a review – to be read by all staff and print out in folders.  New notice board to be purchased and attached to the green fence.	2022-2024
Regular Health and Safety Check with Chairperson and Manager and Health and Safety Officer.	Daily signed check sheets by cleaner or session responsible person.	Every Day
Equipment check regularly.	Yearly by bike mechanic. Each session by staff.	Daily checks: outdoor environment and indoor equipment. Annual bike mechanic.
<b>Be Healthy</b>	<b>Actions</b>	<b>When</b>
To maintain healthy lunches and advertise lunch ideas	Use the notice board more.	Use termly Newsletters.
To continue to grow our own vegetables and fruit	Get parents/carers involved in this. Ask them to dig up garden and plant seeds with their children. Ask in the newsletters	Use termly Newsletters. A parent has already responded and cleared the herb garden.
To continue to offer forest school experience for all of our children.	Continue to develop new 'jazzy garden'. Belle Vue Arts open garden event. Forest School in Preschool grounds and off-site.	Accessed Indoor Out Learning. Visited Wildlife Trust Centre – Wild Child mud kitchen and pondlife area.
<b>Enjoy and Achieve</b>	<b>Actions</b>	<b>When</b>
Maintain the broad balanced curriculum to ensure that children continue to make progress in all areas.	Piano singing time. Local artist visit. Craft freely accessible. Daily craft activities. Visits Local authority library singing time – if available post-Covid.	Every day.
To continue to build on letters and sounds.	Letter/sound of the week board for parents/carers to be on board. Buy in Qualified Teacher experience. Facebook, emails and newsletters to update parents.	Monitored every term by staff team.
Make a positive contribution and achieve economic wellbeing.	To ensure that we continue with our programme of transitions. Toddler group church celebrations.	Each week. Each term.

Ongoing programme of training for staff in relevant areas.	Food hygiene. Paediatric First Aid Safeguarding Shirley 1-to-1 supervision time with staff.	As and when required.
Maintaining good practice on profile books – to continue to keep them high profile and share with parents.	Parents evening. Regular monitoring by Manager/staff profile books.	Each term.
To continue with enrichment activities – music, sport, drama and dance as review showed how much benefit from these activities.	Activities to continue: Sports Day, Termly celebrations, weekly storytelling, weekly singing.  Time for children to reflect on what they have achieved.	Autumn 2019 & monitored each week.

### Review of main priorities

Priority	Action	Success criteria	Met?	What next 2022-24
Build on listening	All about me booklets. Work with children on using the tablets. Children to continue to be involved in making decisions within the nursery.	All children have all about me booklets. Children using the tablet regularly to take photos.  Child representative in staff meetings.	Ongoing	Children to take photos of favourite things in Preschool, help print them, talk about the pictures, put in special books. Make display of pictures in corridor.
To make sure that the learning environment is appropriate for all children and is communication friendly.	Carry out an audit of the learning environment (colour, light, sound, textures etc.) Meeting a teacher for the deaf to assess our environment for child deaf or hearing-impaired.	Learning environment caters to needs of all children. Areas audited. Long term – progress sustained in speaking and listening.	Ongoing  March 2022 Helen visited	Focus on giving children more say in what we plan.
To continue to further develop the transition of children to school.	Continue induction visits, Christmas visits, Forest School sessions, balance bike lessons. Buy in letters and sounds lessons.	Children move smoothly to main Schools.  Send letters to our children in Reception.	Ongoing	Meeting to be arranged for transition with reception teacher. Buying in teacher planning and implementation.
Encourage the children to access the 'jazzy garden' appropriately (Staff observation).	Ask in Newsletter. Staff meeting: to discuss forest school principles, also what not to do, role modelling play in garden etc.	New garden being used constructively and appropriately. Workable area achieved.	Ongoing	Jazzy garden area developed and updated. Children to access this play area.

Review Policies	SC and AP to review and liaise.	Updated policies for 2021-22, including Safeguarding and KCSiE.	Yes	Continue to update policies when updates come from the council, and each September.
Develop new community Ruby Red garden	SC to continue to seek parent and community support to develop the garden area.	Repainting fences and gates Create a welcoming garden Help with herb garden New shed purchased	Ongoing	SC to continue to seek parent and community support to develop the garden area.
To ensure that all staff are confident in behaviour management techniques and are consistent in their approach.	Revisiting policy and strategies. Staff meeting to discuss strategies. Staff training.	Staff have greater understanding of children's challenging behaviour and having more confidence in dealing with any difficult behaviour	Ongoing	Seek out further behaviour management training
To maintain staff knowledge in key areas.	Child Protection training. First Aid training (inc epipen)	All staff up to date on latest training.	Achieved	Keep up training as needs arise.
Review staff handbook	Review and update	New handbook	Ongoing	Review and update.
Maintain Forest School	Train Forest School Teachers	New training	Yes	Ruth is trained. Vicky is trained. Others can be trained.

### **2019 parent and child comments achieved**

- ✓ More frequent emails would be useful. (Anna, Sam and Shirley are doing this.)
- ✓ If we could be told a little earlier about events and things that are happening I could plan a little better. (office and Shirley, and staff meetings)
- ✓ A flower garden would be nice. (There are now lots in the Jazzy Garden and tyres in the main garden.)

### **2022 parent and child comments to action**

- I would like to know a few more details about my child's day – further work needed to use whiteboard to share information to families
- How about a new garage? – we will buy this