

EDUCATIONAL PROGRAM

Research emphasises that quality programs significantly influence children's growth and development. Happy Haven OSHC have the opportunity to construct a supportive learning environment and program, with input from the children and families utilising our services. This contribution can encourage children to feel a sense of control over their actions, interactions, to explore, be curious and test out their understanding of themselves, others, and the world around them.

Happy Haven OSHC will provide a program developmentally appropriate to the recreational and developmental needs of the children attending our services. Children will have opportunities and be encouraged to contribute to program planning, implementation and evaluation processes. Happy Haven OSHC services will use the 'My Time Our Place' (MTO) framework as the guiding force to program planning and implementation and will make consideration for the Early Years Learning Framework (EYLF) for services with pre-school aged children in attendance.

NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 1: EDUCATIONAL PROGRAM AND PRACTICE		
1.1	Program	The educational program enhances each child's learning and development
1.1.1	Approved learning framework	Curriculum decision making contributes to each child's learning and development outcomes in relation to their identity, connection with community, wellbeing, and confidence as learners and effectiveness as communicators.
1.1.2	Child-centred	Each child's current knowledge, strengths, ideas, culture, abilities and interests are the foundation of the program.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child's learning.
1.2	Practice	Educators facilitate and extend each child's learning and development.
1.2.1	Intentional teaching	Educators are deliberate, purposeful, and thoughtful in their decisions and actions.
1.2.2	Responsive teaching and scaffolding	Educators respond to children's ideas and play and extend children's learning through open-ended questions, interactions and feedback

1.2.3	Child directed learning	Each child's agency is promoted, enabling them to make choices and decisions that influence events and their world.
1.3	Assessment and planning	Educators and co-ordinators take a planned and reflective approach to implementing the program for each child.
1.3.1	Assessment and planning cycle	Each child's learning and development is assessed or evaluated as part of an ongoing cycle of observation, analysing learning, documentation, planning, implementation and reflection.
1.3.2	Critical reflection	Critical reflection on children's learning and development, both as individuals and in groups, drives program planning and implementation.
1.3.3	Information for families	Families are informed about the program and their child's progress.

EDUCATION AND CARE SERVICES NATIONAL REGULATIONS AND LAW

73	Educational programs
74	Documenting of child assessments or evaluations for delivery of educational program
75	Information about educational program to be kept available
76	Information about educational program to be given to parents
118	Educational leader
148	Educational leader
S.168	Offence relating to required programs

RELATED POLICIES

Additional Needs Policy Behaviour Guidance Policy Celebrations Policy Code of Conduct Policy Cyber Safety Policy Excursion and Incursion Policy Family Communication Policy Interactions with Children Policy	Interactions with Family Policy Interactions with Staff Policy Multi-Cultural Policy Photograph Policy Privacy and Security Policy Respect for Children Policy Supervision Policy Record Keeping and Retention Policy
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PURPOSE

To enhance children's learning and development through the pedagogical practices of educators and families in a positive learning environment which is promoted across the five learning outcomes from *My Time, Our Place: Framework for school age care in Australia*. The program will nurture the development of life skills and complement children's experiences, opportunities and relationships at school, at home and in the community.

SCOPE

This policy applies to children, families, educators, and staff of Happy Haven OSHC.

IMPLEMENTATION

The National Quality Framework focuses on outcomes for all children. It requires Out of School Hours Care services to deliver a tailored program catering to the children's age, skill, interests and abilities through a variety of challenging and recreational activities. Developing an educational program involves observing, gathering, and interpreting information about children to inform the preparation of environments and experiences that engage them and are meaningful for them. It also involves reflecting on and documenting children's experiences and learning.

Under the National Law and National Regulations, approved services are required to base their educational program on an approved learning framework. The program should focus on addressing the developmental needs, interests and experiences of each child, while taking into account the individual differences of each child.

The national approved learning framework which outlines practices that support and promote children's learning is *My Time, Our Place: Framework for School Age Care in Australia* ('*Framework for School Age Care*'). The aim of the Framework for School Age Care is to extend and enrich the wellbeing and development of school age children in education and care settings. It acknowledges time and place as children engage in a range of play and leisure experiences that allow them to feel happy, safe, and relaxed; interact with friends and practice social skills; solve problems; try new activities; and learn life skills. This Framework for School Age Care is strongly linked to the Early Years Learning Framework and extends the principles, practices, and outcomes to accommodate the contexts and age range of the children and young people who attend school age care settings.

OUR SERVICE IS COMMITTED TO MY TIME, OUR PLACE: FRAMEWORK FOR SCHOOL AGE CARE IN AUSTRALIA (MTOPI)

- Each child's learning will be based on their interests, strengths, and capabilities, and guide educators to ensure a range of experiences across all outcomes are provided
- Educators will work in collaboration with families to provide relevant learning experiences for each child, based on their interests and family experiences
- Every child will be equally valued. Their efforts, achievements and learning, and those of others will be celebrated
- Educators will observe and record children's engagement with learning life skills and engagement with learning
- Educators will document and evaluate children's wellbeing, development, and learning.
- Educators will work closely with children and families to produce ideas for the curriculum and leisure activities
- Learning Outcomes will be linked to the curriculum during and after each child's learning has occurred
- The curriculum will be constructed on the children's interests; educators will build upon and extend on children's interests, spontaneous experiences and family contributions
- Educators will assess, anticipate, and extend children's ideas
- Where appropriate, Happy Haven OSHC will liaise with external agencies and support persons to best educate and care for children with additional needs
- Educators will use reflection and documentation to inform and evaluate programs and to support children in achieving learning outcomes

THE APPROVED PROVIDER WILL ENSURE:

- The education leader selected is supported to lead the development and implementation of the educational program and assessment and planning cycle within the service
- The educational leader has the skills, knowledge and attributes to mentor and support educator's understanding of educational programming and practice
- The staff record includes the name of the person designated as the educational leader

NOMINATED SUPERVISORS, RESPONSIBLE PERSON AND THE EDUCATIONAL LEADER WILL:

- Ensure that a suitable program based on an approved learning framework is delivered to all children
- Collaborate with educators and provide curriculum direction and guidance
- Ensure all educators work as a team in preparing and/or implementing the curriculum based on the Happy Haven OSHC service's philosophy
- Ensure the program is inclusive of all children. Nominated Supervisors in consultation with the Inclusion Support Team will make appropriate, professional referrals where necessary with family permission
- Communicate with families on a regular basis
- Ensure each child is acknowledged for their uniqueness in a positive way
- Support children's efforts and ideas, assisting and encouraging as appropriate
- Be consistently aware of and responsive to children who may require additional support, assistance or attention, noticing and listening carefully to children's concerns and discussing diverse perspectives on issues of inclusion and exclusion and fair and unfair behaviour
- Ensure the educational program is displayed in a place that is accessible to parents and families
- Ensure a copy of the program is available at all times

NOMINATED SUPERVISORS, RESPONSIBLE PERSONS AND EDUCATORS WILL:

- Collaborate with children to influence the program in response to their own strengths, ideas, abilities, and interests
- Provide play and leisure opportunities that are meaningful to children and support their wellbeing, learning and development
- Implement a planning cycle that takes into account the unique nature of school age care
- Plan, document and evaluate children's learning which will underpin the educational program
- Ensure the educational program is evidence based and built on information including evaluations, observations, and family feedback/suggestions
- Document children's wellbeing and learning, utilising contemporary theories and research concerning children's play, leisure, and learning, and make this visible to children, educators, and families
- Promote shared learning and collaboration
- Provide unstructured experiences that take into account that school age children have had a structured and busy day at school

- Ensure each child's participation and engagement in the program
- Ensure materials and equipment reflect the cultural diversity that exists in our society
- Respond to children's ideas and play and use intentional teaching to scaffold and extend each child's learning
- Provide experiences that actively promote and initiate the investigation of ideas, exploration, prediction, and hypothesizing
- Gather information from families upon enrolment regarding the child's needs, interest, and family backgrounds. This information is treated as confidential and allows educators to provide experiences that interest and extend children's current development and learning. We feel that it is important to develop a partnership between families and educators to ensure that consistency between home and the Happy Haven OSHC service occurs and that the best possible care is provided.
- Make sure information about the child's participation in the program is available for families
- **Ensure documentation includes evaluations of children's wellbeing, development and learning**
- Support the development of dispositions such as confidence, curiosity, persistence, imagination, and creativity
- Respond to children's displays of learning dispositions by positively commenting on them and providing encouragement and additional ideas
- Use the learning outcomes to guide their planning for children's learning
- Intentionally scaffold children's understanding and learning
- Make use of spontaneous 'teachable moments' to extend children's learning
- Further extend critical thinking skills and problem-solving skills through provocations
- Plan realistic curriculum goals for children considering the period of time the child is being educated and cared for by the service
- Ensure documentation and evaluations are readily understood by parents

The program will provide a variety of developmentally appropriate experiences and materials that are selected to achieve the following goals:

- Foster positive self-concept
- Foster high-level thinking skills
- Develop social skills
- Encourage children to reason, question and experiment

- Support language development
- Enhance physical development and skills
- Foster independence and initiative
- Encourage and demonstrate sound health, safety, and nutritional practices
- Encourage creative expression
- Respect cultural diversity of staff and children
- Respect gender diversity

COLLABORATING WITH CHILDREN:

Effective programming also considers feedback and observations from all Happy Haven OSHC service's stakeholders, most importantly, from the children themselves. Educators employ a range of methods to involve children and gain information about their skills, knowledge, attitudes, interests, and developmental level in order to plan effectively.

Children's feedback is sought by:

- Informal conversations with the children
- Observations and conversations with the children
- Daily meetings to plan and discuss what the children want to seek feedback
- Surveys and questionnaires
- Suggestion box
- Running activities
- Questions on enrolment forms
- Being directly and actively involved in all the service's practices
- Daily reflections, by seeking their feedback on activities done.

COLLABORATING WITH FAMILIES:

Each family's input, suggestions, and feedback about the program is always welcome, and each Happy Haven OSHC service will always respect the extent to which families wish to be involved. Families are also encouraged to discuss their child's development with the educators; however, to ensure a confidential environment, and to avoid disrupting child-to-educator ratios, families are encouraged to pre-arrange a time to do this.

- During enrolment at Happy Haven OSHC, families are asked to complete informative questions in their created FullyBooked account about their child's abilities and behaviours, to assist educators to assess the children's current developmental level, and establish suitable routines for the child
- Educators will initiate and facilitate regular on-going communication with families concerning their child's participation. Families are informed promptly and sensitively of any issues or concerns regarding their child. Recorded information will be available for discussion.
- Families are encouraged to have input into program development especially in relation to their own child's participation, and in sharing aspects of their culture, skills and any interesting experiences.

SOURCE

Arthur, L., Beecher, B., Death, E., Farmer, S., & Dockett, S. (2017). *Programming and planning in early childhood settings (7th Ed.)*. North Ryde, Australia: Cengage Learning Australia.

Australian Children's Education & Care Authority (2017) National Quality Framework- Information sheet *Documenting Programs for School Age Services*

Australian Government Department of Education, Skills and Employment. (2011). *My Time, Our Place: Framework for School Age Care in Australia*.

Early Childhood Australia Code of Ethics. (2016)

Education and Care Services National Law Act 2010. (Amended 2018).

[Education and Care Services National Regulations](#). (2011).

Guide to the National Quality Standard. (2018).

Guide to the National Quality Framework. (2017). (Amended 2020).

REVIEW

POLICY REVIEWED	MONTH YYYY	NEXT DATE	REVIEW	MONTH YYYY
MODIFICATIONS				
POLICY REVIEWED	PREVIOUS MODIFICATIONS		NEXT DATE	REVIEW
Month YYYY	•			Month YYYY
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