



Kimbolton School  
Cambridgeshire

# PREPARATORY SCHOOL CURRICULUM POLICY

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**Policy owner:** Prep Head

**Governor Committee:** Education

**Policy Summary Statement:**

This is our policy covering the curriculum at the Preparatory School.

**Release Date:** Autumn 2024

**Review Date:** Autumn 2025



## Preparatory School Curriculum Policy

### Policy Overview

The curriculum is the planned activities that the School organises in order to promote learning and personal growth and development. It embraces elements of the National Curriculum and additions to this, but also the extensive range of extra-curricular activities that the school organises in order to enrich the experience of the children. It also includes the 'hidden curriculum', or what the children learn from the way they are treated and expected to behave, with kindness and respect for others. We aim to teach children how to grow into positive, responsible, reflective people, who can work and co-operate with others while developing knowledge and skills, so that they achieve their full potential.

Kimbolton Preparatory School provides full-time supervised education of pupils of compulsory school age until the end of Key Stage Two, Year Six, (11+) and includes pupils in the Early Years Foundation Stage (EYFS), Reception pupils.

Curriculum provision at the Preparatory School is designed to enable pupils to acquire linguistic, mathematical, scientific and technological skills and encompasses experiences for pupils to develop human and social awareness. It includes opportunities designed to promote aesthetic and creative awareness through a range of activities such as dance, drama, music and art, including showcase or assembly events in all year groups. Physical development is also given high priority and the School encourages pupils to develop their knowledge and understanding of the basic principles of fitness and health.

### Aims and objectives

The aims of our curriculum are:

- to enable all children to learn and develop their skills to the best of their ability;
- to promote a positive mind-set towards learning, so that children enjoy coming to school, and acquire a solid basis for lifelong learning
- to enable children to be creative, develop their own thinking and an enquiring mind
- to teach children about their developing world, including how their environment and society have changed over time
- to enable children to be positive citizens in society, recognising British values
- to teach children to have an awareness of their own spiritual development, and to understand right from wrong
- to help children understand the importance of truth and fairness, so that they grow up committed to equal opportunities for all
- to enable children to develop respect for each other and to live and work co-operatively with others
- To provide a secure foundation for future learning
- To allow children to find and develop their strengths

The curriculum is designed to enable all pupils to learn and make progress, including those pupils with special educational needs or learning difficulties or disabilities and those for whom English is an additional language. For all these groups of children, the school takes reasonable steps to provide opportunities for children to be appropriately supported to ensure they are able to make the best possible progress and develop in line with their peers.



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### 2. Organisation

The Preparatory School is divided into two administrative sections:

- i. Lower Prep      EYFS and KS 1      Reception and Years 1 & 2
- ii. Upper Prep      KS 2                      Years 3 – 6 (inclusive)

The EYFS Coordinators are responsible for all matters relating to the EYFS. The Head of Lower Prep oversees all pastoral and academic matters relevant to Lower Prep pupils.

Both are supported by the Head of Prep along with other members of the Senior Leadership Team (SLT). For the academic year 2024-25 the SLT comprises:

- Head of Prep
- Senior Deputy Head
- Deputy Head Academic
- Head of Lower Prep
- Head of Activities and Enrichment

### 3. The Early Years Foundations Stage (EYFS)

In August 2021, the School was granted an exemption from the Statutory Framework for the Early Years Foundation Stage (EYFS) learning and development requirements. The Department for Education confirmed that the School 'has met all the necessary conditions to take up an exemption from the learning and development requirements in the 2021 EYFS for children aged 3 and over.'

Our Reception curriculum follows the Early Years Foundation Stage National Curriculum. We aim to provide a balanced curriculum alongside specialist teaching in modern foreign languages, music and physical education. Our EYFS curriculum is built upon the 7 areas of learning and development:

The 3 prime areas:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development.

The 4 specific areas:

- Literacy
- Mathematics
- Understanding the World
- Expressive Art and Design

In addition we embed CoETL (Characteristics of effective teaching and learning) when delivering our curriculum. These are the skills, which when built upon at a young age, enable children to be able to draw upon these skills through their learning journeys and beyond. We encourage and facilitate 'Playing and exploring', 'Active Learning' and 'Creating and Thinking critically'.

Kimbolton Preparatory School supports the principle that young children learn through structured and non-structured play, and by engaging in well-planned structured activities indoors and outside. Teaching in the Reception classes builds on the experiences of the children in their pre-school



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learning. We do all we can to build positive partnerships with nurseries and other pre-school providers in the area.

Our curriculum provides opportunities for all pupils to learn and make progress including those with special educational needs or disabilities and those who require learning support.

Daily monitoring and regular assessments provide an accurate and detailed insight into each child's progress and wider personal development. Tapestry, a digital platform, supports staff in recording each pupil's development and observations and key milestones are shared with parents. External visits and visitors also enhance the curriculum.

The EYFS Curriculum Policy contains further information. This policy is available to parents and prospective parents on request from the school office.

### **4. The Curriculum**

The curriculum includes opportunities for pupils to develop responsibility and experience elements of adult life in a manner that is appropriate for children in the Preparatory School. In Lower Prep, the class teacher, supported by teaching assistants/nursery nurses is responsible for the delivery of the majority of curriculum subjects. Some subjects such as music, modern foreign languages (MFL), and games, including swimming, are taught by specialist staff.

In the Upper Prep, in Years 3 and 4, for the most part, Form Tutors are responsible for the delivery of the core subjects and most humanities subjects. Subject specialists also complement the teaching of pupils in Years 3 and 4. In Years 5 & 6 pupils are taught increasingly by subject teachers and professional sports coaches.

### **5. Curriculum Planning**

We plan our curriculum in three phases:

- i. We agree a long-term plan for the EYFS and each key stage. This indicates what topics are to be taught in each term, and to which groups of children. We review our long-term plan annually.
- ii. Medium-term plans give clear guidance on the objectives and teaching strategies employed when teaching each topic. These are kept on SharePoint in the Resources folder on the school network.
- iii. Short-term plans are those that teachers refer to either on a weekly or daily basis. We use these to set out the learning objectives for each session, and to identify resources and activities to be used in lessons.

We plan the curriculum carefully, so that there is coherence and planned progression in all curriculum areas. Assessments inform planning and plans are regularly adapted in response to the children's learning needs.



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### **6. Children with Special Educational Needs and Disabilities (SEND)**

The curriculum is designed to provide access and opportunity for all children who attend the school. If we think it necessary to adapt the curriculum significantly to meet the needs of individual children, then we do so only after the parents of the child have been consulted. Otherwise differentiated plans will provide a range of activities to ensure all needs within the class room are identified and catered for. The Director of Inclusion (Dol) will have access to all of these arrangements.

If a child has a specific additional need, the school makes appropriate reasonable adjustments to address these differences, wherever possible and within the scope of its resources and expertise. We comply (within the confines of what is reasonably possible to implement in our setting) with the requirements set out in the SENDA Code of Practice in providing for children with additional and/or different needs.

If a child displays characteristics indicating additional or different learning needs, the class/subject teacher will make provision through appropriately differentiated activities and adjustments to teaching and learning approaches in the first instance.

In most cases, the teacher is able to provide resources and differentiated opportunities which meet the child's needs through normal class provision. Where appropriate, this may be in consultation with the Director of Inclusion. Following a period of implementation and review, if adapted provision does not have a positive impact on the child's academic progress, the teacher informs the Dol and DHA.

The Dol will discuss the appropriate necessary next steps with the teacher to determine if a more formal in-class observation and/or diagnostic assessment is necessary. Prior to any formal observation/diagnostic assessment, a discussion (or possibly meeting) with the parents will be convened.

Following a formal observation/diagnostic assessment, and where a subsequent specific need(s) is identified, additional support (one to one, small group, in/out of the classroom) will be agreed as a targeted intervention approach for a child. Typically, small group work will precede bespoke one to one teaching. In some cases, the School may request parental permission to involve appropriate external agencies/expertise. Before any Dol actions are implemented, parental consent is obtained.

Charges apply for in-school specialist group/one to one lessons, in addition to the school fees. The additional charges reflect the level of specialist planning and preparation required to deliver such bespoke provision. These additional charges are added to the end of term fees account retrospectively.

The school provides an Individual Educational Plan (IEP) for each child who receives one to one support. The IEP sets out the nature of the specific need(s), indicates the results of relevant baseline assessments against which subsequent interim progress checks are undertaken and outlines how the school will aim to address the need(s). The IEP also sets targets for improvement. Pupil profiles offer a more personal, level of information on what and how the child prefers to work, their strengths and issues.

We are well aware that all children need the support of parents and teachers to make good progress in school. We strive to build positive links with the parents of each child by keeping them



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informed about the way in which the children are being taught and how well each child is progressing. Meetings around the IEP are timetabled in at least twice a year and parents have access to the classroom at the start and end of each day and have every opportunity to talk with staff on a daily basis.

### **7. Monitoring and review**

The Head of Prep, supported by the Senior Leadership Team (SLT) has responsibility for the leadership of the curriculum and for monitoring its provision. The Deputy Head Academic (DHA) has

responsibility for developing and updating the curriculum including timetabling. The DHA ensures, with the Head, that the curriculum has progression, appropriate coverage and is consistently monitored.

The DHA ensures that the progress of individuals is tracked and that there is appropriate challenge, support and intervention. This is carried out through a number of methods including: Pupil Progress Meetings, regular teacher assessment (formative) standardised testing, formal examinations and interim summative assessments.

Subject Leaders are responsible for ensuring that plans are updated in readiness for each new term and that staff are briefed about any changes/updates. Subject leaders also ensure the satisfactory content and delivery of their subject, for monitoring provision and keeping up-to-date with curriculum developments and recommending INSET where necessary.

English and mathematics subject leaders play a key role in evaluating standardised test data and determining next steps. Data is also reviewed in the Pupil Progress meetings where context is valuable. The Head of Academic Support is also involved in the data review process.

The Director of Inclusion's deputy is responsible for the development of provision mapping and for coordinating the work of the academic support team to achieve the best possible outcomes for individual pupils who receive academic support.

Class teachers ensure that the curriculum is well-planned and taught and that the aims are achieved for the pupils in their classes. They regularly review and update medium term plans, in consultation with subject leaders.

The Governors monitor the success of the curriculum at Education Committee meetings via the DHA and Headteachers report and through Subject Leader's reports, where requested.

### **8. Promotion of Fundamental British Values and PSHE/RSE**

At Kimbolton School we recognise the importance of allowing pupils to flourish academically. We also prepare them for their adult life beyond the formal curriculum. Part of our role is to promote and reinforce Fundamental British Values to our children.

The curriculum provides for the teaching of Personal, Social, Health and Economic education (PSHE) and Relationships Education (RSE) which is taught to class groups as a timetabled discrete subject



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(Yrs 1-6), working concurrently with the PSHE policy and schemes of work where further details can be found.

### **Other**

Further curriculum documentation is available in either hard copy or on SharePoint.

These include:

- Safeguarding
- EYFS Curriculum Policy
- Feedback and Marking
- Seesaw Policy (Digital Learning Platform)
- Behaviour (rewards and sanctions)
- Anti-bullying
- Assessment and recording policy
- Reporting
- PSHE including RSE and RE

***This policy remains under review and subject to change in response to national and local changes to government, Department for Edu***