



ASSESSMENT OF QUALITY OF TEACHING AND RECORD-KEEPING

AIMS

The purpose of this policy is to show how we go about assessing the quality of teaching and record-keeping so as to keep a high standard at all times. Accurate and high-quality record-keeping is essential to enable us to plan for children's learning.

The teacher ... must acquire a moral alertness which has not hitherto been demanded by any other system, and this is revealed in her tranquility, patience, charity and humility. Not words, but virtues, are her main qualification. ~ Maria Montessori, The Discovery of the Child

Assessment of quality of teaching:

The management team constantly strive to foster an environment where quality teaching is the norm. Daily walk-round observations and mentoring are an integral part of this process. The teaching-team work collaboratively and it is important that they aim for consistency to give children a feeling of security. The Operations Manager has developed a thorough training programme for staff, which includes an in-house Montessori course. We feel that it is also good practice for all staff to be observed and advised by management from across the company as well as participate in peer observations throughout the year. These observations will form part of the annual staff appraisal.

Assessment of quality of record-keeping:

High quality observations are at the centre of both Montessori Education and the revised Early Years Foundation Stage ('EYFS'). It is important that all records kept regarding children are completed in a timely manner, are dated, legible and are factual. It is the staff member's responsibility to ensure that words are spelt correctly and proper grammar is used. Any member of staff should seek support from their Room Leader if they feel that they need help with completing records in an acceptable way, or further training in this respect. Observations of children will be incorporated into each child's Learning Journey and must take account of Montessori philosophy as well as requirements of the Early Years Foundation Stage. It should be remembered that children's records will be viewed by parents, future teachers and outside agencies. The Managers will be responsible for approving the children's records on Blossom and advising staff members of areas for improvement.

This policy will be reviewed in April 2023