

Learning Journey Policy



Grass Roots Nursery Group: Learning Journeys

Purpose:

To outline the procedures for creating and maintaining Learning Journeys for each child, documenting their progress and achievements in line with the Early Years Foundation Stage (EYFS).

Key Principles:

- **Individualised Learning Journeys:** Each child will have a personalized Learning Journey that records their development and progress.
- **Parent Access:** Parents will have access to their child's Learning Journey through the Family online system.
- **Observation and Assessment:** Regular observations and assessments will be conducted to document children's achievements and progress.
- **Data Security:** We will ensure the security and confidentiality of all information stored in the Learning Journey system.

Procedures:

1. **Key Person and Observations:**
 - Each child will have a key person responsible for compiling their Learning Journey.
 - Regular observations will be conducted and recorded in the system.
2. **Family System:**
 - We use the Family online system to create and manage Learning Journeys.
 - Staff and parents can access the system using unique login credentials.
 - Staff can input new observations and photos, while parents can view and comment on existing entries.
3. **Moderation:**
 - Observations entered by staff will be moderated by a senior member of staff before being added to the Learning Journey.
4. **Parent Access:**
 - Parents can only view their own child's Learning Journey.
 - Parents must sign a consent form to allow their child's image to be included in other children's Learning Journeys.
5. **Data Security:**
 - The Family system is hosted on secure servers based in the UK.
 - Access to information is restricted to authorized users with unique login credentials.

Additional Considerations:

- **Communication:** We will communicate with parents about their child's progress through the Learning Journey system and other channels.
- **Review:** This policy will be reviewed annually to ensure its effectiveness and alignment with current best practices.

By following these procedures, we will ensure that each child has a comprehensive and informative Learning Journey that documents their development and progress.