

## the Y Ballarat – Curriculum Development Policy

Policy Number	Date Approved	Date Last Amended	Status
CP011-PO	03/06/2020		FINAL

### 1. PURPOSE

This policy will provide guidelines to ensure that the educational program (curriculum) and practice at the Y Ballarat Children's Services is:

- based on an approved learning framework
- underpinned by critical reflection and careful planning
- stimulating, engaging and enhances children's learning and development.

### 2. SCOPE

The scope of this Policy applies to all Board members, Sub Committee members, staff and volunteers. This policy applies to The Young Men's Christian Association of Ballarat Inc and related entities and the Ballarat YMCA Youth Services. For the purposes of this document we refer to these as the YMCA. All Procedures must conform to this Policy.

### 3. POLICY

The Y Ballarat is committed to:

- providing an educational program that is based on reflective practice, critical analysis and planning
- supporting each child to achieve learning outcomes consistent with the national *Early Years Learning Framework*, *Victorian Early Years Learning and Development Framework*, or *My Time, Our Place*
- providing an educational program where children can learn through play and are supported to make decisions, problem-solve and build relationships with others
- creating an environment that supports, reflects, and promotes equitable and inclusive behaviours and practices
- involving families in the development and review of educational program and practice.

### 4. Roles and Responsibilities

Department/Role	Responsibility
Children's Services Management	Is responsible for the development, monitoring, and review of the policy and related systems, ensuring content meets all legislated requirements.  To facilitate policy awareness to all educators on the appropriate implementation and use of the policy.
Responsible Persons	YMCA nominated supervisor/ and or service management will oversee the implementation and service adherence of the policy

	<p>Nominated supervisor/person with management and control will seek individual community feedback and facilitate an active consultation process with service users as appropriate.</p> <p>Is responsible for addressing any instance of non-compliance with this policy- and implementing strategies to help prevent non- compliance with this policy.</p> <p>Responsible for ensuring suitable resources and support systems to enable compliance with this policy.</p> <p>Drive the consultation process and provide leadership and advice on the continuous improvement of the policy.</p>
All employees, volunteers & students	<p>Responsible for meeting the requirements outlined in this Policy.</p> <p>Responsible for raising concerns or complaints in accordance with this Policy.</p>

## 5. DEFINITIONS

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the *General Definitions* section of this manual.

Term	Definition
<b>Approved learning framework:</b>	A document that outlines practices that educators and co-ordinators must use to support and promote children's learning. The <i>Early Years Learning Framework (Belonging, Being &amp; Becoming)</i> , <i>Victorian Early Years Learning and Development Framework</i> and <i>My Time, Our Place</i> are approved learning frameworks for use in Victoria.
<b>Critical reflection:</b>	Reflective practices that focus on implications for equity and social justice ( <i>Early Years Learning Framework</i> , p45).
<b>Curriculum:</b>	All interactions, experiences, activities, routines and events, planned and unplanned, that occur in an environment designed to foster children's learning and development ( <i>Early Years Learning Framework</i> , p45; adapted from Te Whariki).
<b>Educational Leader:</b>	The YMCA must designate, in writing, a suitably qualified and experienced educator, co-ordinator or other individual to lead the development and implementation of educational programs at the service (Regulation 118). This person must have a thorough understanding of the <i>Early Years Learning Framework</i> (or other approved learning framework), be able to guide other educators in

	their planning and reflection, and mentor colleagues in the implementation of their practice.
<b>Learning:</b>	A natural process of exploration that children engage in from birth, as they expand their intellectual, physical, social, emotional and creative capacities. Early learning is closely linked to early development.
<b>Learning framework:</b>	Refer to <b>approved learning framework</b> above.
<b>Learning outcome:</b>	A skill, knowledge or disposition that educators can actively promote in early childhood settings, in collaboration with children and families.
<b>Learning relationships:</b>	Relationships that further children's learning and development. Both adult and child have intent to learn from one another.
<b>Play-based learning:</b>	A context for learning through which children organise and make sense of their social world as they engage actively with people, objects and representations.

## 6. LEGISLATIVE AND INDUSTRY REQUIREMENTS

### Related Legislation -

Relevant legislation and standards include but are not limited to:

- *Education and Care Services National Law Act 2010*: Sections 167, 169, 174
- *Education and Care Services National Regulations 2011*: Regulations 90, 92, 93, 94, 95, 96, 136, 137
- *Health Records Act 2001* (Vic)
- *National Quality Standard*, Quality Area 2: Children's Health and Safety
- *Information Privacy Act 2000* (Vic)
- *Privacy Act 1988* (Cth)
- *Public Health and Wellbeing Act 2008* (Vic)
- *Public Health and Wellbeing Regulations 2009* (Vic)

## 7. SUPPORTING DOCUMENTS

- Early Years Learning Framework- Belonging, Being & Becoming
- Victorian Early Years Learning and Development Framework
- My Time, Our Place
- National Quality Standards Quality Area 1

## 8. Approval and Review

**Approved By:** Executive Management Group  
**Meeting Name:** Executive Management Meeting  
**Meeting Date:** 3<sup>rd</sup> June 2020  
**Effective Date:** 4<sup>th</sup> June 2020  
**Review Date:** April 2021  
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### Amendments

Version	Date	Author	Change Description
V1	June 2020	Alicia Pratt	Minor Updates