



# SHANKLEA EYFS

## Two Year Progress Check Policy

Policy Control Details			
Date policy approved:	September 2020		
Prepared by:	Kay Laughton	Signature	Date
Approved for issue by:	Dawn Nicholson	Signature	Date
Review period:	1 year		
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Responsibility for review:	EYFS Manager		

## **2 Year Progress Check Policy**

The Early Years Foundation Stage (EYFS,2012) states that all providers caring for children aged 2 years must carry out a review of each child's progress in the three Prime Areas of Learning in order to support children's progress and enable earlier identification of each child's development needs. Parents and careers must be supplied with a short written summery of their child's development in these areas of learning: **Personal Social and Emotional Development, Physical Development, and Communication and Language**. The progress summary review must be carried out when the child is between 24-36 months.

### **The aims of the progress check are to:**

- Review a child's development in the three prime areas of the EYFS.
- Share this information with parents at an agreed time to ensure they have a clear picture of their child's development.
- To enable Shanklea staff to understand the child's needs and plan activities and experiences to meet them.
- To enable parents to understand the child's needs and, with support from the setting, enhance development at home.
- Note areas where the child is progressing well and identify any areas where progress is less than expected.
- Describe actions the setting intends to take, to address any development concerns (including working with other professionals where appropriate).

### **The progress check will:**

- Be completed by your child's key person.
- Arise from the ongoing observational assessments carried out as part of everyday practice in the setting.
- Be based on skills, Knowledge, understanding and behaviour that the child demonstrates consistently and independently.
- Take account of the views and contributions of parents, and the child if appropriate.
- Takes into account the views of other practitioners and, where relevant, other professionals working with the child.

### **Shanklea aims that the progress check will:**

- Be clear and easy to read, avoiding jargon, and will be in their preferred language.
- Present a truthful yet sensitive reflection of what the child can do and their achievements to date.
- Identify areas where the child is progressing at a slower pace than expected.
- Recognize parent's in-depth knowledge of their child by incorporating their observations and comments, and explain how their child's learning and development will be supported in the setting.

**The following factors will be considered before commencing the check:**

- We will allow a settling in period for the child to enable their key person and other practitioners to build up good knowledge of the child’s development, abilities and interests before completing the progress check. (Normally 6 to 8 weeks depending on their attendance and settling in). .
- If a child has a period of ill health or a significant event in their family (e.g. family breakdown, bereavement or the arrival of a sibling) it may be appropriate to delay the check.
- Practitioners will agree with parents when is the best time to provide the summery. If a child has a period of none or irregular attendance.
- Where possible we will carry out the progress check in time for parents to share it with the health visitor at their two year check which is usually 27 months.
- If the child has already had the health visitors 2 year old check we are still required to carry out the 2 year progress check if the child is between 24-36 months.
- The 2 year progress check can be at any point between 24 and 36 months.

**Children attending more than one setting or changing settings:**

- Children attending more than one setting, the progress check will normally be carried out by the Childs Key person at the setting where the child spends the greatest amount of time each week.
- To achieve a good partnership with other practices we will contact their other setting to ensure the check will be done.
- If your child comes to us from another setting between the ages of 24-36 months we will check that this has been done and where is best to do it.

**Preparing the progress check for children with identified disabilities or special educational needs:**

- If the progress check is for a child with an identified disability, medical need or special educational need the setting will take into account if the child’s if the child is already being supported by other professionals, then the setting will agree with parents how the views and contributions of those professionals can be sort.
- The focus will be on what the child can do, their unique and individual characteristic and their development to date, rather than describing their development in terms of their needs or disability.

**Information sharing.**

The progress check is a statutory requirement of the EYFS.  
The setting will seek the consent of parents to share information from the check directly with relevant professionals.

**Signed.....**

**Date:**.....

**Review Date:**.....