

## **Knutsford Community Preschool**

### **09.15 Progress check at age two**

- A template for completing the two-year-old progress check is provided by the local authority and amended by Knutsford Community Preschool.
- The key person is central to the progress check and must be the person completing it.
- Preschools should take guidance from their local authority as to when the progress check at age two is completed; if no such guidance is provided, the progress check is completed when the child starts Preschool from 33 months. The check is carried out within the first term of the child attending.
- Once the timing of the child's progress check is confirmed, parents are invited to discuss their child's progress at a mutually convenient time.
- The Preschool must seek to engage both parents and make allowance for parents who do not live with their child to be involved.

#### **Completing the progress check at age two**

- On-going observational assessment informs the progress check and must be referred to.
- Staff must be 'tuned in' to the ways in which very young children, or those with speech or other developmental delay or disability, communicate.
- Where any concerns about a child's learning and development are raised these are discussed with the parents, the SENCo and the Preschool manager.
- If concerns arise about a child's welfare, they must be addressed through 06 Safeguarding children, young people and vulnerable adults procedures.
- The key person must be clear about the aims of the progress check as follows:
  - to review a child's development in the three prime areas of the EYFS
  - to ensure that parents have a clear picture of their child's development
  - to enable educators to understand the child's needs and, with support from educators, enhance development at home
  - note areas where a child is progressing well and identify any areas where progress is less than expected
- describe actions the provider intends to take to address any developmental concerns (working with other professionals as appropriate)