

MATLOCK PRE-SCHOOL PLAYGROUP

2 ½ YEAR PROGRESS CHECK/ INITIAL ASSESSMENT POLICY

Matlock Pre- School playgroup will undertake progress checks on all children who are attending pre-school and share information with other providers and professionals. This will involve the completion of a progress check if the child is under 3 or an initial assessment/starting point check, in order to identify children's needs accurately and fully.

The key person responsible for the child will review their progress, and provide parents and/ or carers with a short written summary of their child's development. The check will identify the child's strengths and any areas where the child's progress is less than expected. If there are any serious concerns or an identified special educational need or disability, practitioners will develop a targeted plan to support the child's future learning and development involving other professionals as appropriate.

If the child attends more than one setting or moves setting it is expected that the progress check/ initial assessment should be carried out by the setting where the child has spent most time.

Staff will

- Discuss with parents and/or carers how the summary of development can be used to support learning at home.
- Encourage parents to share information with other relevant professionals including their health visitors.
- Agree a time to provide a summary with parents and/or carers and be in time to inform the Healthy Child Programme health and development review where ever possible.
- Obtain consent of parents and/or carers to share the information directly with other relevant professionals.

