

## Progress Check At Two

- The progress check at two carried out at Harvey Bears, should be completed at a similar time to the one carried out by the NHS health visitor.
- These two year checks are statutory documents.
- The child's keyperson is central to the progress check and must be the person completing it.
- Settings should take guidance from their local authorities as to when to complete the document. If none is given the progress check is completed between 24 and 30 months.
- The child must have been attending the setting for a term before the assessment is completed.
- Once the assessment is completed parents are invited to discuss their children's two year check with their keyworker.
- Harvey Bears must seek to engage both parents and make arrangements for them both to have their say.
- The two-year check will be recorded on Famly.

### *Completing a two year check at age two.*

- On-going observational assessments will be used to inform the progress check and must be referred to by the keyworker.
- Children's interests must be taken into account whilst completing the check.
- Staff must be aware of all the different ways children learn and communicate.
- Where any concerns about a child's learning and development are raised these are discussed with the parents, the SENDco and the setting manager.
- If concerns arise about a child's welfare they must be addressed through our Safeguarding Policy and Procedure.
- The keyperson must be clear about the aims of the progress check: -
  1. To review the child's development in the three prime areas of the EYFS.
  2. To ensure that the parents have a clear picture of the child's development.
  3. To enable all staff to understand the child's needs.
  4. To note areas where a child is progressing well and identify any areas where they need support.
  5. Describe any areas the provider intends to address any developmental concern, working alongside other professionals if necessary.