# Statutory Progress Check at Age Two

## 1. Policy statement

At Pavilion Preschool (Aigburth) CIO, we recognise that the period between a child's second and third birthday is an important stage in their development. We are committed to identifying children's strengths, recognising emerging needs and ensuring that any concerns about development are identified and addressed at the earliest opportunity.

In accordance with the Early Years Foundation Stage (EYFS) Statutory Framework, we will complete a statutory progress check for every child between the ages of two and three years.

The purpose of the progress check is to provide parents and carers with a clear picture of their child's development, celebrate achievements and identify any areas where additional support may be beneficial.

We recognise that the EYFS progress check and the Healthy Child Programme's two-to-two-and-a-half-year health and development review are complementary. By working in partnership with parents, health visitors and other professionals, we aim to provide a joined-up approach to children's learning, health and wellbeing.

At Pavilion, we believe that early identification, positive relationships and effective partnership working are essential in giving every child the best possible start in life.

### Aims and objectives

Our aims are to:

- Ensure every child receives their statutory EYFS progress check between the ages of two and three.
- Provide parents with a meaningful written summary of their child's development.
- Identify areas where children are progressing well and celebrate their achievements.
- Recognise where children may benefit from additional support or intervention.
- Identify possible developmental delays or emerging special educational needs and disabilities (SEND).
- Work in partnership with parents to support children's development at home and within the setting.

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- Establish effective communication with health visitors and other relevant professionals.
- Support early intervention and ensure children receive appropriate support without unnecessary delay.
- Promote continuity between early years education, health services and the wider family.

Statutory requirements

The EYFS requires practitioners to review the progress of children aged between two and three years and provide parents or carers with a short written summary of their development in the three prime areas of learning:

1. Communication and Language – listening, attention, understanding and speaking.
2. Physical Development – gross motor skills, fine motor skills, health and self-care.
3. Personal, Social and Emotional Development – self-regulation, managing self and building relationships.

The written summary must:

- Highlight areas where the child is progressing well.
- Identify areas where additional support may be needed.
- Pay particular attention to any concerns about possible developmental delay that may indicate SEND.

At Pavilion, we may also include information about the child's development across the four specific areas of learning where this will provide a more complete picture of their progress.

The progress check is based on practitioners' knowledge of the child, ongoing observations, professional judgement and discussions with parents. It should not involve unnecessary assessment or excessive paperwork.

Timing of the progress check

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The progress check will be completed when a child is aged between two and three years.

At Pavilion Preschool, we aim to complete the check as close as reasonably possible to the child's second birthday, allowing sufficient time for practitioners to develop a good understanding of the child's abilities, interests and individual needs.

Where a child joins Pavilion after their second birthday, we will use information from parents, previous settings and other relevant professionals, alongside our own observations, to complete the check.

We recognise that children develop at different rates and will consider each child's individual circumstances when deciding the most appropriate time to complete the assessment.

Where a child attends more than one early years setting, we will, wherever possible, establish which setting has the most experience of the child's development and work collaboratively to avoid unnecessary duplication.

## The relationship with the Healthy Child Programme

Pavilion Preschool recognises the importance of aligning our statutory EYFS progress check with the Healthy Child Programme's universal two-to-two-and-a-half-year health and development review.

These are two separate but complementary reviews:

| EYFS progress check | Healthy Child Programme review |
|---|---|
| Completed by the early years setting. | Completed by the health visiting service. |
| Takes place between two and three years. | Offered between 24 and 30 months. |
| Focuses on the three prime areas of learning and development. | Considers the child's health, development, growth and wider wellbeing. |
| Identifies strengths, emerging needs and possible developmental concerns. | Considers developmental progress, health needs and any additional support required. |

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Provides parents with a written summary and strategies to support learning.

Provides health advice, developmental review and onward support where necessary.

We recognise that the Healthy Child Programme review considers a wider range of developmental and health-related areas, including:

- Communication and language development.
- Social and emotional development.
- Physical development and mobility.
- Behaviour and emotional regulation.
- Independence and self-care.
- Nutrition and healthy eating.
- Oral health.
- Sleep and routines.
- Safety and accident prevention.
- Growth and general health.
- Parental wellbeing and family support.
- Identification of additional needs and appropriate referrals.

Our approach to partnership working

Where appropriate, and with informed parental consent, we will encourage parents to share the Pavilion Preschool progress check with their health visitor.

We will also welcome information from health visitors following the Healthy Child Programme review, where parents have consented to this information being shared.

Where concerns are identified by either the setting or the health visiting team, we will aim to work together with parents and relevant professionals to develop a consistent approach to supporting the child.

We will not assume that completion of the EYFS progress check replaces the health visitor's review, or that the health visitor's review removes our responsibility to complete the statutory EYFS check.

Completing the progress check

The child's key person will normally be responsible for completing the progress check, with support from the SENCO and manager where appropriate.

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Before completing the check, the key person will:

- Review ongoing observations and assessments.
- Consider the child's interests, experiences and individual learning journey.
- Review progress against appropriate developmental expectations, including Development Matters.
- Consider information shared by parents about the child's development at home.
- Seek information from other practitioners who regularly work with the child.
- Consider any existing support plans, intervention records or professional advice.
- Identify any areas where further support may be beneficial.

The assessment will reflect what the child can do independently, what they are beginning to do and where they may need support.

We will consider the child's individual circumstances, including their home language, cultural background, opportunities for learning, attendance and any additional needs. We will not make assumptions about a child's ability based on limited opportunities or differences in their experiences.

## Sharing the progress check with parents

We believe parents are children's first and most important educators. Their knowledge and understanding of their child are essential when assessing development.

We will arrange a meeting or discussion with parents to share the progress check and provide an opportunity to discuss their child's achievements and any areas of concern.

During this discussion, we will:

- Celebrate the child's progress and achievements.
- Explain their development in each of the three prime areas.
- Discuss any areas where additional support may be helpful.
- Listen to parents' observations and experiences from home.
- Agree practical activities and strategies that parents can use to support development.
- Explain the activities and strategies that Pavilion Preschool will introduce.
- Discuss whether further advice or support from other professionals may be beneficial.

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Parents will receive a copy of the completed written summary.

Where parents have concerns or disagree with an aspect of the assessment, we will listen carefully, discuss the evidence and ensure their views are recorded appropriately.

## Identifying concerns and arranging additional support

If the progress check identifies that a child is not making expected progress in one or more areas, we will take appropriate action to understand and address their needs.

Our approach will be supportive, proportionate and focused on the individual child.

This may include:

- Increasing opportunities for focused observations.
- Introducing additional activities and targeted interventions.
- Adapting the learning environment and provision.
- Providing additional opportunities for communication, interaction and play.
- Working with parents to introduce consistent strategies at home and within preschool.
- Seeking advice from the SENCO.
- Consulting the Area SENCO where appropriate.
- Discussing concerns with the health visitor, with parental consent.
- Seeking advice or assessment from other professionals, such as speech and language therapists, where appropriate.
- Considering whether an individual support plan or referral through local SEND pathways is required.

Where a child has an identified SEND, we will ensure their existing support arrangements are reviewed and that the progress check reflects their individual development and achievements.

We will not wait until the statutory progress check is due if concerns arise earlier. Any emerging developmental concerns will be discussed with parents and acted upon promptly.

## Partnership with parents and professionals

We recognise that effective partnership working is essential to achieving the best outcomes for children.

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We will:

- Encourage parents to share information from health visitor appointments.
- Encourage parents to share their child's EYFS progress check with their health visitor.
- Work collaboratively with health visitors when additional information or support is required.
- Attend multi-agency meetings where appropriate.
- Share relevant observations and assessment information with professionals, with parental consent.
- Ensure parents understand the purpose of any referrals or additional assessments.
- Maintain regular communication about the child's progress and agreed strategies.

Where parents do not consent to information being shared, we will respect their decision unless there is a safeguarding or other lawful basis for sharing information without consent. Any such decision will be made in accordance with our safeguarding and information-sharing procedures.

## Children with English as an additional language

We recognise that children learning English as an additional language may demonstrate different patterns of communication and language development.

When completing the progress check, practitioners will:

- Consider the child's development in their home language as well as English.
- Seek information from parents about the languages spoken at home.
- Consider the child's ability to communicate with familiar adults and other children.
- Avoid interpreting limited English proficiency as a developmental delay.
- Provide appropriate opportunities to develop communication in both languages.

- Seek additional advice where there are concerns about communication and language development across the child's languages.

## Record keeping and confidentiality

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All completed progress checks will be stored securely within the child's individual records.

Records will include:

- The completed written progress check.
- The date of completion.
- The name of the practitioner completing the assessment.
- Notes of discussions with parents.
- Parents' views and contributions.
- Any agreed activities or strategies.
- Details of any additional support or referrals.
- Relevant information shared with other professionals, including consent where applicable.

All information will be treated confidentially and managed in accordance with UK GDPR, the Data Protection Act 2018 and Pavilion Preschool's confidentiality and information-sharing policies.

Information will only be shared with relevant professionals where there is an appropriate lawful basis.

Roles and responsibilities

| Person | Responsibilities |
|---|---|
| Manager | Ensure statutory requirements are met, monitor completion and oversee quality. |
| Key Person | Complete the progress check, gather information and discuss findings with parents. |
| SENCO | Support the identification of additional needs and coordinate appropriate interventions and referrals. |
| All Practitioners | Contribute observations and support children's ongoing development. |

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|---|---|
| Parents and Carers | Share knowledge of their child's development and work in partnership with the setting. |

Monitoring and review

The manager will monitor the completion and quality of two-year progress checks to ensure:

- Every eligible child receives their statutory check.
- Assessments are meaningful and reflect each child's individual development.
- Parents are actively involved in the process.
- Areas of concern are identified and acted upon.
- Appropriate interventions and support are implemented.
- Partnership working with health visitors and other professionals is effective.
- Children's progress is reviewed following any additional intervention.

This policy was adopted in November 2026.

It will be reviewed annually or as and when required.

Last updated: 23.11.26

Signed by Chair of Trustees: 



Signed by Operations Manager: