

CARTWHEELS CHILDREN'S CENTRES

Reporting on Children's Progress

- P Children must have regular observations regarding their development, they will have a key worker.
- P Staff should plan activities for the individual child's requirements.
- P Staff will take notes on each child's development and record these in the child's individual profile.
- P Each child should have a personal profile which is kept up to date.
- P Staff will keep a folder with samples of the child's work, which will be dated to record their progress.
- P Parents will be informed of their child's progress through Parents evenings, one in Autumn and one in Summer, informal meetings at their request, and evidence of work.
- P There will be two parents evenings per year and parents will be invited to speak to the child's key worker.
- P Displays of the children's work will be shown in the Centres; there will also be personal photographs on the walls.
- P Displays and pictures will be changed when the themes change.
- P We have an open door policy, parents are welcome at any time to discuss their child's development and view how their child is progressing.