

Guidance for using Pre-school Form 1: Identifying concerns or challenges

A range of setting strategies are used to deal with concerns that are prompted by the learning and well-being needs of children. A concern can result from an event, series of events or attributes which affect the welfare, well-being, potential or happiness of a child. Some children need more challenging opportunities than those which might typically be on offer in a setting.

Strategies employed to address the concern or challenge are identified along with the timescale, level of success and next steps, e.g. differentiating activities; making changes to the environment; addressing the deployment of existing staff in the setting; key worker groups and curricular planning. This should be discussed with the child, according to their age and stage of understanding, and with parents/carers at appropriate opportunities.

Although several concerns might be identified, staff would prioritise one or two to work on at a time.

Information must be shared with the support structure within the setting (Childhood Practice Manager/Head Teacher/Support for Learning Teacher/Principal Teacher Pre-school Education) parents/carers and the Link Health Visitor as this enables everyone to have an overview of the child's well-being.

Within the Pre-school setting, information about concerns, challenges and strategies should be recorded on **Pre-school FORM 1** by Pre-school staff and a copy kept within the normal centre planning documentation.

Continuing Concerns: While setting strategies are likely to address the majority of concerns, some children will require a more individualised response. Should a concern continue and strategies put in place not be successful, this should be discussed with the support structure within the setting (Childhood Practice Manager/Head Teacher/Support for Learning Teacher/Principal Teacher Pre-school Education), parents/carers and the Link Health Visitor.

For some children this may result in the development of a single-agency child's plan which may include development of IEP targets where differentiation of the curriculum is required.

This process will be co-ordinated by the named person, but can involve any Pre-school Staff.

Children's needs are identified in terms of strengths and pressures. The overview could help inform this process and support a referral to other services, alongside the Child's Plan.

The overviews would be a useful document to share with other services, alongside any other relevant information gathered, with the parents' permission.