The Child Monitoring Tool is a valuable assessment process to identify children who are at risk of early language delay.

Leicestershire's Early Learning and Childcare Service have decided to include the Child Monitoring Tool as an important element of Progress from the Start.

How to use the Child Monitoring Tool:

- Each key person will need a copy of the Child Monitoring Tool for each child which can be downloaded from the website www.leics.gov.uk/ecat
- The key person will need to observe the child as part of their everyday practice within the four communication strands:
  - listening and attention
  - understanding
  - speaking
  - social communication
- Key statements are written under the age/stage bands of Development Matters and the key person must use their knowledge of the child and conversations with parents/carers and other professionals to make best fit judgements.
- Further guidance about completing the form can be found on the reverse side of the Child Monitoring Tool.
- If children are working significantly below their age related development band then the key person will need to put in early strategies to support the child.
Resources to support the key person:

- If a child is identified as being at risk of delay in “listening and attention” and/or “social communication”, then refer to the *Listen and Learn* document on the website www.leics.gov.uk/ecat.

- If a child is identified as being at risk of delay in “understanding” and/or “speaking”, then refer to the *Listen and Learn* document. Also refer to the relevant strategies on the website www.leics.gov.uk/ecat for:
  - instructions
  - commentary
  - modelling
  - pausing
  - expanding

- Practitioners should refer to Leicestershire’s website where there are several useful links and further reading. www.leics.gov.uk/osp_early_years_service.htm

Leaders and Managers need to ensure that:

- the key person has completed the *Child Monitoring Tool* for each child
- the key person can identify which children are at risk of language delay, and also which strand(s) of language the delay is affecting
- the key person knows how to support the child at risk of language delay
- practitioners have up to date knowledge of how to support early language
- parents’/carers’ and other professionals views are sought to contribute to the *Child Monitoring Tool*
- child’s strengths are shared with parents and carers and strategies to support their child at home are also suggested
- the *Child Monitoring Tool* is shared with the child’s new setting/school to support the transition process.

Resources to support leaders/managers:

- A separate tool on the ECAT webpage is available for settings to transfer all children’s data onto a sheet to support a cohort analysis to track children’s progress in their communication and language.