



Integrated Review Action Plan

Overview

The **Integrated Review** is a joint check-up that takes place when your child is around **2 to 3 years of age**. It involves the parent/carer, Essex and Family Wellbeing Service (ECFWS) Family Hub, and Early Years Setting (EYS) such as nursery or childminder.

The Integrated Review brings together knowledge from the parent/carer on their child's development, ECFWS outcomes from the statutory Healthy Child Review (including the Ages and Stages Questionnaire - ASQ) and the results of the statutory EYFS 2-year Progress Check.

Together at the Integrated Review we look at your child's strengths, progress, any areas where they might need extra help, and how we can support their learning and wellbeing going forward.

With parental consent the information between key partners will be shared to ensure all are working together to support your child's health and development including working with other professionals as necessary.

Process Steps

- **Integrated Review Meeting:**
 - » Held with parent/carer, ECFWS, and setting representative.
 - » Use the review template below to guide discussion and record outcomes.
- **Joint Action Plan: (if needed)**
 - » If any extra support is needed, you'll work together to create a plan.
 - » Use the action plan section to record what action will be taken, who will do what and when you will check in again
- **Keeping in touch:**
 - » Everyone involved will stay in regular contact to share updates and make sure your child is getting the support they need.
- **Termly Catch-Up:**
 - » To review progress and update the action plan if needed.
 - » Reviews may be completed flexibly for example telephone call, meeting or joint discussion.
 - » All reviews must be recorded and shared.

Recording and Storage of the I2RAP

- **The Early Years setting holds the master copy of the I2RAP**
 - » The I2RAP is accessible and can be completed electronically, or printed and completed by hand (copied or scanned to share)
 - » The original document must be: Stored on the child's file, updated after any agreed review, and shared with parent/carers and HFSP electronically or paper copy as preferred.

Child Information

Child's Name:

Date of Birth:

Address:

Telephone Number:

Email Address:

Up-to-date Immunisation Status:

Yes No

If No, please provide details:

Toilet Trained (Yes/No)

Yes No

If No, please provide details:

Integrated Review Record

Date of Review:

Follow-up Required:

Yes No

If yes, complete Action Plan below

Consent

Attending the integrated Review:

Parental Consent obtained:

Yes No

If No, please provide details:

Action Plan

Outcome 1:

Who is responsible:

Action:

Date of Review:

Review notes:

Outcome 2:

Who is responsible:

Action:

Date of Review:

Review notes:

Outcome 3:

Who is responsible:

Action:

Date of Review:

Review notes: