

Integrated 2-Year Review Frequently Asked Questions

Introduction

This FAQ has been developed for Essex early years providers and Family Hub Healthy Family Support Practitioners to support the delivery of Integrated 2-Year Reviews and the effective use of the Integrated 2-Year Review Action Plan (I2RAP). It provides practical guidance and answers to commonly asked questions about the integrated review process, roles and responsibilities, and the use of the I2RAP to support children's development.

About this FAQ

This document has been informed by questions and feedback received during the Integrated 2-Year Review Q&A drop-in sessions held between May and June 2026. It has been developed to provide a consistent reference guide for practitioners involved in the integrated review process.

Purpose of this FAQ

This document answers the most common questions raised during the Integrated Review drop-in sessions and provides practical guidance on when and how to use the I2RAP.

Glossary of Terms Used in the FAQ

Term	Meaning
I2RAP	Integrated 2-Year Review Action Plan. A shared action-planning document used during the Integrated 2-Year Review to record agreed actions, responsibilities, and review dates to support a child's development.
EL2	Early Learning for 2-Year-Olds. A child who qualifies for the government's funded early education entitlement for disadvantaged 2-year-olds. In Essex, all EL2 children should be eligible to receive an Integrated 2-Year Review.
HFSP	Healthy Family Support Practitioner. A practitioner employed by the Essex Child and Family Wellbeing Service (ECFWS) who coordinates and contributes to Integrated 2-Year Reviews for eligible children and works with families and settings to support children's development.
Integrated 2-Year Review	A joint review which brings together the Healthy Child Programme Developmental Review and the Early Years Foundation Stage (EYFS) Two-Year-Old Progress Check. It enables health professionals,

Term	Meaning
	parents/carers, and early years providers to share information and agree how best to support a child's development.
Best Start Family Hub	A local centre delivered through the Essex Child and Family Wellbeing Service (ECFWS) that provides support for children, young people, and families, including delivery of the Healthy Child Programme and allocation of Healthy Family Support Practitioners.
Healthy Child Programme Developmental Review	A universal health review delivered between the ages of 2 and 3 years to assess a child's growth, learning and development and identify any areas where additional support may be beneficial. It forms part of the Integrated 2-Year Review.
ASQ-3	Ages and Stages Questionnaire (ASQ-3). A developmental screening questionnaire completed by parents/carers and used by health practitioners to help understand a child's progress across key areas of development.

Roles and responsibilities

Role	Responsibility
HFSP	Coordinate and initiate the integrated review
Parent/carer	Share views and agree actions
Early years setting	Contribute assessment information, complete, and retain I2RAP
All parties	Agree actions and review progress

What is the integrated review?

The integrated review brings together the **Healthy Child Programme Developmental Review** and the **Early Years Foundation Stage Two-Year-Old Progress Check**. It draws upon the content of both reviews and is most effective when health, early years and parents work in close partnership with each other, respecting each other's differing professional skills, experiences, and perspectives.

The purpose of the integrated review is to share information on the child's assessments so parent/carers, early years setting and health professional can support the child's development together.

The Integrated 2-Year Review Action Plan I2RAP, is a helpful and practical tool for parents/carers, early years setting and health to capture a child's needs all in one place.

The settings involved in the I2RAP pilot feedback indicated that the I2RAP was practical and easy to implement alongside their existing process and supported better communication and follow up.

I2RAP (Integrated 2-Year Review Action Plan) FAQs

1. What is the I2RAP?

The I2RAP is a simple action-planning document used during an integrated review. It captures:

- Agreed actions to support the child's development discussed during the integrated review.
- Who is responsible for each action; the parent/carer, the setting, and the Healthy Family Support Practitioner.
- A set date when the agreed actions will be reviewed.

👉 It ensures discussions lead to **clear outcomes and follow-up**.

2. Does the I2RAP replace the 2-year progress check?

No. The 2-year progress check remains statutory. The I2RAP simply records outcomes from the integrated review.

👉 It complements the setting's existing processes; it **does not replace them**.

3. Who should complete the I2RAP?

The I2RAP is a shared document, completed jointly by:

- The early years setting
- Parents/carers
- Essex Child and Family Wellbeing Service (ECFWS/Family Hub) - Healthy Family Support Practitioner (HFSP).

👉 It should reflect **agreed actions from everyone involved**.

4. Who keeps the I2RAP?

The **early years setting is responsible for maintaining the I2RAP** as part of the child's record. The document should be stored in line with the setting's data protection and record-keeping procedures.

Copies should be shared with:

- Parents/carers
- Healthy Family Support Practitioner (HFSP)

👉 the early years setting will keep it in the **child's record** for future reference to support planning, one planning if required and transition.

5. When should the I2RAP be used?

- During a planned integrated review.
- **Eligible EL2 – (Early Learning for 2-year-olds)** children who qualify for the government's early education entitlement for disadvantaged 2-year-olds.

All EL2 children should receive **an integrated review**.

- An integrated review can be requested for non - EL2 children where the parent/carer, the early years setting and or the Healthy Family Support Practitioner have developmental concerns within the period that the Healthy Child Programme Developmental Review is being implemented.

6. What should be recorded on the I2RAP?

A summary of the integrated review discussion to include.

- Developmental needs identified through the review
- Agreed actions to support the child's development.
- Who is responsible for each action (parent/carer, early years setting and HFSP)
- Timescales for actions
- A review date to consider progress and next steps.

Developmental needs may relate to communication and language, physical development, personal, social, and emotional development, learning, behaviour, independence, or any other aspect of development identified during the review.

👉 Keep it **clear, concise and action focused**.

7. Do we complete an I2RAP if there are no developmental concerns identified by the parent/carer, the outcome of the Early Years 2-year Progress Check and or the Healthy Child Programme Developmental Review?

Yes. Even where no developmental concerns are identified, an I2RAP should still be completed. Complete the initial section on page 1 and record "no further action" where appropriate.

👉 This provides a **record** that the review took place.

8. What if there are developmental concerns that are identified by the parent/carer, the outcome of the Early Years 2-year Progress Check and or the Healthy Child Programme Developmental Review.

Developmental concerns may relate to communication and language, physical development, personal, social, and emotional development, learning, behaviour, independence, or any other aspect of a child's development identified by the parent, setting or health practitioner.

Complete the action plan section:

- Actions for parent, setting, and practitioner to support the child's developmental concerns.
- Joint actions are agreed and reviewed after 6–8 weeks.

👉 This ensures **clear follow-up and accountability**.

9. How are reviews carried out?

The reviews involve the parent/carer, the early years setting and the healthy family support practitioner. How the review takes place is **flexible**. It can be a phone call, a meeting or an informal discussion.

Reviews should be proportionate to the needs of the child and family and may take place by telephone, online or face-to-face.

👉 Typically reviewed after **6–8 weeks**, depending on need

10. What if there is further support required at the point of the review?

If, at the review, it is agreed that further developmental support is required pages 3 and 4 of the I2RAP can be completed with the new actions to provide continued support of the child's development. It is at this point that the early years setting would consider creating a one-page profile or a one plan if required.

11. Does the I2RAP have to be digital?

No. The I2RAP can be handwritten or completed digitally. This can be shared via email (scanned if required) or as a printed copy.

👉 Use what works best for your setting. The setting is responsible to share the I2RAP document with parents/carers and the Healthy Family Support Practitioner.

12. Does the I2RAP add extra workload for early years settings or the HFSP?

No. The I2RAP is designed to capture discussions already happening during scheduled integrated reviews which bring the parent/carer, the early years setting and healthy family support practitioner together. It should be completed during the integrated review.

👉 It should reduce duplication by creating a **single shared record**.

13. Who arranges the integrated review?

- The Healthy Family Support Practitioner (HFSP) is allocated by Essex Child and Family Wellbeing Service (Family Hub). The HFSP initiates the integrated review at the point of implementing the statutory Healthy Child Programme Development Review between the ages of 2-3 years. The HFSP Practitioner sends the ASQ3 questionnaire to parents and arranges the integrated review in collaboration with the parent/carer and the early years setting.

However:

- The Healthy Family Support Practitioner (HFSP) will usually initiate the integrated review process. Where an eligible child is aged between 2 and 3 years and the setting has not been contacted regarding an integrated review within a reasonable period of the child starting at the setting, the setting should proactively contact the Family Hub team to establish arrangements for the review.

👉 **Proactive communication** between the early years setting, parent/carer and healthy family support practitioner is essential.

14. What if the early years setting does not know who their allocated Healthy Family Support Practitioner is?

The early years setting should:

- Contact the Essex Child and Family Wellbeing Service, you can call their Single Point of Contact (SPOC) line at **0300 247 0022**, or visit the [Essex Child and Family Wellbeing Service](#) to find your nearest Family Hub.

👉 Every setting has an **allocated Healthy Family Support Practitioner**.

15. Is the I2RAP statutory?

No. The I2RAP itself is not a statutory document; however, it is strongly recommended as best practice to support effective communication, action planning and follow-up following an Integrated 2-Year Review.

In Essex:

- The Essex Child and Family Wellbeing Service (ECFWS) is commissioned by Essex County Council to undertake Integrated 2-Year Reviews for all eligible 2-year-olds (EL2).
- Early years providers delivering funded places for EL2 children are expected to participate in the Integrated 2-Year Review process.
- This expectation is set out within the annual Essex Early Education Funding Contract, which requires providers to work in partnership with ECFWS to support the delivery of Integrated 2-Year Reviews for eligible 2-year-olds.

👉 While completion of the I2RAP is not a statutory requirement, **it is Essex's recommended approach for recording agreed actions, responsibilities and review arrangements following an Integrated 2-Year Review.**

16. Where can we find the I2RAP and guidance?

All documents are available on the:

- Early Years Provider Page <https://eycp.essex.gov.uk/the-early-years-foundation-stage/how-can-i-help-all-children-learn-and-progress/integrated-reviews/>

👉 This includes:

- I2RAP template
- Guidance documents
- Supporting resources

👉 Key Message

The Integrated 2-Year Review Action Plan (I2RAP) is intended to be a helpful and practical tool for parents/carers, early years setting and health to capture a child's needs all in one place. It supports improved communication, outlines clear actions, strengthens follow up and supports children in Essex to have the best start in life.

If you have a question that has not been answered please email eyeip@essex.gov.uk

One Page Summary for the Integrated 2-Year-Review

Quick Guide

Question	Answer
What is it?	A shared review between health, parents, and the early years setting
Who is it for?	All EL2 children
What document is used?	I2RAP
Who keeps it?	The early years setting
Is it statutory?	The integrated review is required for EL2 children; I2RAP is best practice
What happens if concerns are identified?	Joint actions are agreed and reviewed after 6–8 weeks