



Planning, Observation and Assessment Policy January 2026

Mission

The provision of an opportunity rich learning environment that supports the Minibugs mission of “Together we LOVE to learn, play and grow”, underpinned by a stimulating curriculum and guided by our four values;

- Respect Others
- Learn and Discover
- Working Together
- Be the Best

Curriculum

Our curriculum consists of a stimulating and engaging educational programme which is designed around the learning and development requirements of the Early Years Foundation Stage (EYFS).

Our aim is to develop confident learners who are filled with curiosity about the world around them and who feel safe and secure to explore the wonders of their environment.

Planning

Minibugs recognises that every child is unique, will have their own interests and be at different stages of development. Each child at Minibugs will be provided with their own key person who will work with parent/carers to plan activities based upon our curriculum that will engage, develop and consolidate learning specific to each child both indoors and outdoors.

Assessments

Each child will be provided with their own “Minibugs Curriculum” which will tell the story of a child's progress at Minibugs.

Parent/carers will be given the option to meet with their child’s key person each term, either virtually or face to face, where there will be an opportunity to share and discuss their child's learning journey.

2 Year Check

The 2-year progress check will be completed between the ages of 2 and 3 years.

Parents will be informed that we are completing this developmental check and will be invited to share in the process, to support the Health Check completed by their Health Visitor.



Observation Procedures

Each key person will engage with their children to extend and develop opportunities for learning through play-based activities. The key person will make observations of a child and set relevant and appropriate next steps that support their development in line with the Minibugs Curriculum. This will be shared with parents/carers.

Minibugs values strong partnerships with parents. Should a parent/carer have any concerns regarding their child's development, they are encouraged to speak with their child's key person or a member of the management team. Where appropriate the SEN policy can be referred to for further information.

School Readiness Programme

The academic year before a child is due to start school, they will automatically be enrolled onto the Minibugs School Readiness Programme which comes with a Minibugs school readiness t-shirt. This programme has been created by liaising with local primary schools to ensure that the nursery is preparing the children for their next educational adventure.

Parent/carers will be invited into nursery to discuss this programme and will be provided with termly updates as to what the programme entails.

Handovers

Parents/carers will have access to a daily diary via ParentZone which will include information about their child's day e.g. photos, meals, nappy changes, sleep times. The online profile is maintained on a secure site by the nursery team. A thorough handover of activities that children have participated in throughout the day will be shared with parent/carers at collection.

Other Settings

If a child attends another setting in addition to Minibugs, then parents can give their permission for staff to liaise with the other setting to exchange information about their children's progress and development and in particular the preparation and completion of their 2 Year Progress Check if not already carried out.