TIMENINJA · FREE PRINTABLE FOR PARENTS

My Child's Progress Planner



Track therapy, goals and progress in one calm place. A few minutes a week is enough.

My child _____

Started on _____

HOW TO USE IT

1. **Pick goals**
   Choose up to 3 goals with your child and their team. One goal is plenty.
2. **Track a little every week**
   Check off the weekly tracker. Two minutes a day is enough.
3. **Review every 3 months**
   Look at where you started and where you are now.
4. **Bring it to every therapy meeting**
   Your notes help the team plan with you.

WHAT'S INSIDE

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Print as many as you need. Use one Weekly tracker every week and one Monthly review every month. Print extra log pages when they fill up.

This planner supports tracking at home. It doesn't replace advice from your child's doctor, therapist or school.

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My child at a glance

Share this page with a new therapist, teacher or doctor.



Name _____ **Age** _____ **Date** _____

Strengths
What my child is good at

Loves
Favorite things, people, songs, games

What calms them
Like: quiet, music, rocking, a tight hug

What's hard
Like: loud rooms, sudden changes, waiting

How they communicate
Speech, signs, pictures, AAC, gestures, sounds. Every way counts.

MY CHILD'S TEAM

Name	Role	Phone	Registration no.

Role: like pediatrician, speech therapist, occupational therapist, special educator, teacher. In India, speech therapists, special educators and psychologists register with the RCI (ask for the CRR number). OTs register under the NCAHP.

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Our goals for the next 3 months

Up to 3 goals. One is plenty. Use your own words.



Goal 1

Who works on it: ☐ Home ☐ Therapy ☐ School

Goal (in our words)

Why it matters

Where we are now Like: does it 1 of 5 times

Target in 3 months

How we'll know
How we measure it

Goal 2

Who works on it: ☐ Home ☐ Therapy ☐ School

Goal (in our words)

Why it matters

Where we are now Like: does it 1 of 5 times

Target in 3 months

How we'll know
How we measure it

Goal 3

Who works on it: ☐ Home ☐ Therapy ☐ School

Goal (in our words)

Why it matters

Where we are now Like: does it 1 of 5 times

Target in 3 months

How we'll know
How we measure it

Good goals build skills, communication in any form (including AAC), comfort and independence. Leave out goals to stop harmless stimming, force eye contact or "look normal."

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Weekly tracker

Make a tally mark or a check each time it happened. Small is fine.



Week of _____ Print one page for each week.

This week	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Goal 1 _____							
Goal 2 _____							
Goal 3 _____							
Practice at home (minutes)							
Sleep	😊 😐 ☹	😊 😐 ☹	😊 😐 ☹	😊 😐 ☹	😊 😐 ☹	😊 😐 ☹	😊 😐 ☹
Hard moments (how many)							

Sleep: circle one face each day. 😊 Slept well 😐 OK ☹ Hard night

Win of the week

One thing that went well. Big or small, it counts.

_____

_____

_____

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Monthly review

Print 12, one for each month. Ten quiet minutes at the end of the month.



Month _____ For each goal, check one.

Goal 1 _____

- ○ Not yet
- ○ Some progress
- ○ Got it

Goal 2 _____

- ○ Not yet
- ○ Some progress
- ○ Got it

Goal 3 _____

- ○ Not yet
- ○ Some progress
- ○ Got it

This checks the plan, not the child. “Not yet” means we may need a smaller step or a new way.

Best moment this month

_____

_____

What was hard

_____

_____

Health and sleep notes

_____

_____

What we’ll change next month

_____

_____

Did I record a 1-minute video this month?

☐ Yes ☐ Not yet

Film the same activity each month, like mealtime, play or getting dressed. Watch them side by side. They show progress that’s easy to miss day to day. Keep the videos private.

Activity we film _____

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Therapy session log

Fill in a row after each session. It takes one minute.



Date	Therapist	What they worked on	Why (which goal)	Home practice given	My questions

Not sure what a session was for? Ask: “Which goal was this for?” Every session should link to a goal.

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3-month progress review

Look back with your child's team. Where did we start? Where are we now?



From _____ **To** _____

Goal	Where we started (baseline)	Where we are now
Goal 1		
Goal 2		
Goal 3		

Did the therapist share written goals and data?

☐ Yes ☐ No

Data can be simple. Like: "asked for a break 2 of 10 times in June, 7 of 10 in August."

Is my child happy going?

Happy | Mixed | Not happy

OUR DECISION

☐ Keep going

It's working and my child is happy.

☐ Change something

A new goal, a new way or a new time.

☐ Ask for a second opinion

Little progress, or my child is unhappy.

Questions for the review meeting

_____

_____

_____

_____

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Questions to ask the therapist

Check the ones you want to ask. Bring this page to the meeting.



- [ ] **What exactly are you working on today, and why?**
- [ ] **Which goal is this for?**
- [ ] **How will we measure progress?**
- [ ] **What should I practice at home?**
  Ask them to show you, not only tell you.
- [ ] **Can I watch a session?**
- [ ] **When will we review progress?**
- [ ] **What is your qualification and registration number?**
  In India, speech therapists, special educators and psychologists register with the RCI (ask for the CRR number). OTs register under the NCAHP.
- [ ] **Will you share written goals and progress notes with me?**
- [ ] **How do you know my child is comfortable and happy here?**
- [ ] **What can I do if my child is upset after a session?**

MY OWN QUESTIONS

- [ ] _____
- [ ] _____
- [ ] _____
- [ ] _____
- [ ] _____
- [ ] _____

It's OK to ask. A good therapist is happy to explain. You know your child best.

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Fees and sessions log

Write each payment. Check it against the sessions that happened.

Date paid	Amount	For which sessions	Receipt or invoice no.?	Sessions attended	Missed or canceled (by whom)	Refund or adjusted
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			
			Y / N			

Keep every receipt. Prefer paying monthly over large advances. Ask how missed or canceled sessions are handled, and get the answer in writing.

Celebrations

New things my child did. Big or small, every one counts.



Date _____	Date _____	Date _____
Date _____	Date _____	Date _____
Date _____	Date _____	Date _____
Date _____	Date _____	Date _____

Progress is not a straight line. Hard weeks are part of it. Look back at this page on those days. You and your child are doing great.

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