



# Lauriston School

## Federation Home Visit Protocol

September, 2020

Date Updated	Changes	By Whom
09.09.2020	COVID-19 Appendix added (p3)	Terry Corpe

## 'Success No Matter What!'

Childhood experiences lay the foundation for later life. Parenting has a critical impact on children's emotional, behavioural and educational development, and their health and wellbeing. The school works in partnership with parents to ensure positive outcomes for children.

### AIM:

- To provide an opportunity for a new child and family to meet a staff member in their own home prior to the child starting at the setting.
- To support children with barriers to learning by offering parents strategies to use at home, to overcome these barriers.
- To help the child, family and key person get to know more about each other in the home environment where the child usually feels most relaxed.
- To safeguarding children and make sure they are in school the majority of the school year.

### Procedure:

- The School will contact parents/carers and arrange a time that is mutually convenient for the family and school staff.
- A member of SLT and office will always be made aware of the address of the family being visited.
- A home visit will always be attended by two members of staff.
- The staff member will call the office on arrival to confirm visit is taking place.
- The office will call the staff member after 30 minutes to check they are safe and on the way back to school. If no answer from the staff member, the office will inform member of SLT.
- A key word will be agreed by SLT and shared with the admin team so that if a member of staff feels unsafe and requires intervention they can indicated this to the person who telephones.
- The staff will make their own way to and way back from the families' home, and this will take place during normal working hours wherever possible. The staff will carry a school mobile phone, the number of which is left in the school office.
- The staff member will use the home visit as a means of talking to the family, gaining information about the child and answering any question the family may have.
- The staff will stay together during the home visit and would not expect to be left alone with the child during the visit.
- We would not expect a home visit to last longer than 30 minutes.
- Staff will be conscious of the fact that they are guest in the families' home and will treat all families with a high level of respect and regard during the visit.

## **Appendix: COVID-19**

When conducting a home visit during the corona virus pandemic staff must not enter families' homes. Staff must keep a two metre distances and wear a mask if they think it is appropriate. All home visits will be virtual or on the phone unless there is a safeguarding or attendance concern.