

Approved by	Date	Due for Review
Mrs Sue Marsh (Head Teacher) Mr Richard Owen (Chair of Governors)	December 2017	December 2019

GENERAL STATEMENT

We believe that our first encounter with parents and children is crucial in helping to form a positive partnership between home and school. Parents/carers are their child's first teacher and as such, have valuable knowledge about their child, which will help staff to provide appropriate experiences for them at school. Home visits provide a forum for such knowledge to be shared in an informal way.

AIMS

- To build up a warm caring relationship with the child and parent/carer before the child starts school.
- To meet the child in their natural environment and to establish a friendship to ease the settling in period.
- To ensure that the child has met staff on familiar territory. This can help the children feel more confident about making the transition from home to school.
- To encourage parents to share with us as much information as possible about their child. This information will help us get to know the child's needs and to plan appropriate settling in activities.
- To get a picture of what the child likes to do at home.
- To share information about the school and what happens there.
- To allow parents/carers to share things in private and without interruption.

PROCEDURES

- All children starting in reception will be given the option of a home-visit. Home visits will never be carried out without an appointment.
- Home visits will be carried out in September, before the children start school.
- Staff will attend all home visits in pairs (or more adults if appropriate) to ensure their safety.
- Staff will leave a list of home visits with the office so the school is aware where they are.
- Staff will carry a charged mobile phone on them at all times.
- During the visit one adult focuses on the child and one will talk to the adults present.
- All adults are encouraged to ask any questions they have about the setting and routines / learning.
- Confidentiality will be maintained at all times.
- Any medical needs mentioned on the school's data forms will be confirmed at home visit.
- Staff will complete a home visit record, which contributes to the assessment and understanding of that child.
- Any safeguarding concerns will be reported in accordance with the school's safeguarding policy.

