



HARTWELL PRIMARY SCHOOL

EYFS Home Visits Policy

Hartwell Primary is a Voluntary Controlled academy and, recognising its historic foundation, works to preserve and develop its religious character in accordance with the principles of the Church of England. This includes the active promotion of British values and the respecting of those of other faiths or none.

Agreed: Spring 2018

Review: Spring 2021

EYFS Home visit Policy

Aims

At Hartwell Primary School our main aims are:

- For every child to have a happy and exciting start to school life leading to a positive attitude to lifelong learning.
- To form strong relationships with parents including high quality continuous communication therefore ensuring the best possible outcomes for children.
- To establish a shared vision of our Christian values at the beginning of the educational journey.

Induction

It is very important to us that parents feel relaxed and reassured that their child is in a happy, safe environment. We therefore offer a range of opportunities for getting to know each other and for asking questions. These opportunities include:

- An induction evening
- Two dates for the children to visit school during the Summer term
- A tea party for children and parents
- A home visit before starting school in September
- Curriculum workshops in the Autumn term
- Open sessions across the year

Home Visit Procedures

- The Foundation stage teacher arranges a 10 minute time slot to visit all Reception children during school hours. Time slots are allocated by the school and parents are encouraged to communicate with the school if there are any issues with the given time or if they do not wish to be visited.
- A booklet is given out at the school visit to be completed prior to the home visit.
- The booklet forms part of the discussion during the visit.
- A timetable of home visits is left with office staff so they are aware of the visits taking place.
- Home visits always involve two members of staff the Foundation stage teacher and if possible the teaching assistant.
- Staff make their own way to and from the family's homes. Both staff carry a mobile phone, the number of which is left with office staff.
- The teacher uses the home visit as a means of talking to the family, gaining information about the child and answering any questions the family may have. The additional staff member gives time and attention to the child.
- The staff stay together during the home visit and will not be left alone with the child during the visit.
- Staff will be conscious of the fact that they are guests in the families' home and will treat all families with a high level of respect and regard during the visit.
- Once the visit has been completed, the staff member will write up any notes from the visit that are pertinent to the child joining our school.