



Charlton-on-Otmoor CE Primary School

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Headteacher:

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Charlton-on-Otmoor C.E Primary School

Home Visits Policy

Aim of Home Visit

- To build up a warm and caring relationship with new families before their child starts school.
- To meet the child in their natural environment 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 an appropriate settling in programme. To get a picture of what the child likes to do at home.
- To share information about school and what happens there. Staff to bring photos of the environment and other staff members in class for child to have at home to help prepare them in the lead up to their pre-visits.
- To allow parents/carers to share things in private and without interruption.

Procedure

- Where possible, staff should attend home visits in pairs for their own security.
- Staff making a home visit must leave the details of where they are going (name and address of family visiting) and leave a mobile number with the office. Staff should also give approximate timings of when they will return to school.
- Home visits will not be done uninvited. Staff will have arranged a date and time well in advance of the visit. Parents/carers do not have to have a home visit if they do not wish it. They will be offered the option when they enrol their child or attend the settling in meeting.
- During the visit the teacher focuses on getting to know the child by interacting with them and gathering information about the child from the parent/carer. The staff member may bring a puzzle or game from school to play with the child or play with one of their toys/ games from home.
- It is important that the parent/carer has the time and opportunity to ask questions about the setting.
- CONFIDENTIALITY SHOULD BE RESPECTED AT ALL TIMES.

Safeguarding

Oxfordshire Schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment.

All staff have a key role in prevention of harm and an equal responsibility to act on any suspicion or disclosure that may indicate a child is at risk of harm, either in the school or in the community, taking into account *contextual safeguarding*, in accordance with the guidance.

We will always act in the best interests of the child and ensure that our decisions around safeguarding take a child-centred and coordinated approach