

Delph Side Home Visit Policy 2025-2026

Introduction

Home visits are an important part of building strong relationships between school staff and families. They aim to:

- Foster trust and communication between school and home
- Support pupil wellbeing and engagement
- Understand the home environment to better support learning
- Provide early intervention where concerns arise

Staff must follow up on absences in a timely manner. This will be done by our first day response team.

Staff must consider patterns and trends in a child's absences and their personal circumstances and use their professional judgement. Consideration must be given to the child's vulnerability, parents/guardians vulnerability and their home life.

Types of Home Visits

Welcome Visits:

For new pupils and families joining the school. An opportunity for the new child and their family to meet staff members from the Early Years Foundation Stage.

Support Visits:

To offer help with learning, behaviour, or family needs.

To support engagement for children who may be refusing to attend school.

To offer support from a pastoral point of view trying to unpick reasons for a child not wanting to attend school.

To maintain contact with a child who is unable to attend school due to a medical condition.

Attendance Visits:

To follow up on persistent absence or lateness.

To try and establish if a child is safe when all other attempts to contact parents/carers have not elicited a response.

To investigate situations when there are suspicions that someone may be on holiday contrary to earlier indications.

Welfare Checks:

When there are safeguarding or wellbeing concerns. To establish that a child is safe.

Planning and Conducting Visits

- Visits must be pre-approved by the Headteacher or Designated Safeguarding Lead (DSL)
- Where possible two staff members should attend each visit
- Staff must carry school ID and wear appropriate clothing
- A risk assessment must be completed for each visit
- Staff must ensure they have a fully charged mobile phone
- Staff must not enter the property unless invited to do so by a responsible adult
- Staff must not enter the property if there is no adult present
- Staff must be sensitive to the culture and religion of the family
- Only speak to an adult who has parental responsibility or you have consent from the parent/carers to speak to

Safeguarding and Confidentiality

- All visits must comply with the school's safeguarding and child protection policies
- If you consider the child to be at immediate risk of danger call 999
- Staff must record any concerns and report them to the DSL immediately
- Information gathered during visits must be treated confidentially and stored securely

Recording and Follow-Up

- A written record of each visit must be completed on the same day.
- Records should include date, time, purpose, attendees, observations, and outcomes
- Any follow-up actions must be clearly documented and reviewed

Training and Support

- Staff conducting home visits must receive appropriate training in safeguarding, communication, and de-escalation
- Debriefing and support will be available for staff after challenging visits

Review and Monitoring

- This policy will be reviewed annually by the Senior Leadership Team and school governors.
- Changes will be made in line with the Early Years Foundation statutory framework (effective 1st September 2025) and Keeping children safe in education (September 2025).
- Feedback from staff and families will inform improvements