



**Roman Road**  
**Primary School**

**Statement for Home Visits in the**  
**Early Years Foundation**  
**Stage Policy**

May 2017  
Mrs R Y Nijabat

### **Aim of Home Visit:**

At Roman Road Primary school the Foundation Stage begins from Preschool, Nursery and ends at the end of the reception year.

We believe that our first encounter with parents and children is crucial in helping to form a positive partnership between home and school. Therefore we aim to provide an opportunity for a new child and family to meet the key person in their own home prior to the child starting at our Foundation Stage setting. The aim of the visit is 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. Parents/carers have valuable knowledge about their child which will help our staff to provide appropriate experiences for them at school. Home visits provide a forum for such knowledge to be shared in an informal way and ultimately supports transition from home to our Foundation Stage.

The home visit is an optional service that we provide and not all families wish to take us up on this offer. Only one home visit per family is usual.

### **Procedure**

A key person is allocated before the child starts preschool. Home visits are offered in the application form and the induction letter.

If a parent requests a home visit, the FS leader will contact the parent and arrange a time that is mutually convenient for the family.

A home visit will always be attended by two members of staff, the key person and a senior member of staff. The staff will make their own way to and way back from the family's home, and this will take place during normal working hours wherever possible.

Staff will carry a mobile phone with them and will notify the school office before entering and when leaving the home visit.

The key person will use 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 will probably give attention to the child during this time.

The staff will stay together during the home visit and would not expect to be left alone with the child during the visit.

Visits will last a maximum of 30 minutes.

Staff will be conscious of the fact that they are guests in the family's home and will treat all families with a high level of respect and regard during the visit.

At any time during the visit, parents / carers may ask both staff members to leave and do not have to give a reason why

During the home visit we will:-

Introduce the Early Years Foundation Stage and how this interrelates to the Foundation Stage.

Discuss their child's routine and what opportunities are offered.

Discuss individual planning showing examples of a Learning Journey (Child's Special Folder) and how parents can contribute.

Give the parent/carer a copy of their child's Contact Details Sheet so they can check all the information is up to date and whether anything needs to be amended

Get to know your child by asking parent for the child's likes/dislikes, details of any comforters, language or special educational needs, routines and specific needs and interests.

Spend some time playing with the child, and if appropriate take a photo for their peg and folder.

Give parents/carers the opportunity to ask questions and/or express any concerns.

Spend no longer than half an hour per visit.

Leave upon parents if parent/carers wish.

Mrs R Y Nijabat

May 2017

Review Date May 2018