



Stretton Pre-School

Home visits

Policy statement

To provide an opportunity for a new child and family to meet the site supervisor / key person in their own home prior to the child starting at the setting. The purpose 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. The home visit is an optional service that Stretton Pre-School provides, not all families wish to take us up on this offer, and the home visit is additional to our settling in policy provided for all children. Only one home visit per family is usual.

Procedure:

A key person is allocated before the child starts preschool.

- A home visit will be offered to the parents/carers, the key person will contact the parent and arrange a time that is mutually convenient for the family, the key person and an additional staff member.
- A home visit will always be attended by two members of staff, the key person and another staff member. 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.
- 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 approx 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.

This policy was adopted by	Stretton Pre-School
On	6 October 2016
Date to be reviewed	Annually
Signed on behalf of the provider	
Name of signatory	Sarah Morris
Role of signatory	Chair person