



Home visit policy

Introduction

The partnership between school and parents / carers forms a significant part of enabling progress and achievement for all pupils. Visits to pupils homes maybe required for a number of reasons such as at the request of a parent / carer to support with specific aspects such as emotional and behavioural needs. Staff may, on occasions take a child home if they are unwell, or following an after school or residential activity. Greenside also provides structured teaching at home for pupils who are unable to attend school for a prolonged period.

This policy outlines offers guidance to colleagues who undertake home visits.

Procedures

1. Initial visit

There must be at least two people, including a senior member of staff for the initial home visit.

2. Risk assessments

For pupils who are to be supported at home as part of their educational provision a risk assessment maybe required. Senior staff will consider aspects such as:

- Who will be present in the house when the member of staff is working at the home?
- Who is aware that the member of staff is working at the home?
- How would the member of staff notify the school in the event of an issue / emergency?
- Are there specific aspects of the home that need to be considered eg specialist equipment, oxygen cylinders etc?

3. Specific considerations

When considering undertaking a prolonged period of educational support at home the senior member of staff must consider if:

- There is history violence at the home?
- Are any family members using illegal drugs?
- Are any family members suffering from mental illness, epilepsy or other relevant medical condition?
- Are there vicious dogs or other animals present in the home?
- Is there a risk of infection to and from pupil or family members (eg MRSA; sickness in the family) need to ensure good hygiene?
- Staff should use anti-bacterial hand wash and must not visit if they are unwell.

Permission

Home visits can only be undertaken with the permission of a parent / carer

Review

This policy will be reviewed every 3 years