



# Home Visits Policy



**Play, Learn and Grow Together**

# Hart Memorial Nursery

Reviewed: November 2019

# Home Visits

“Home visiting...needs to be approached with sincerity, but the rewards will definitely be worth the effort. It is a powerful opportunity to allow children (and families) to get to know new staff on their own territory”

(All About Transitions page 2 EYFS 2008)

Our policy provides:-

- Staff guidance

Guidance on organisation and things to remember when planning a home visit

- Checklist for staff

A quick checklist to use as a reminder during the visit

- A letter to parents

This letter should be used to arrange a home visit

- A guidance leaflet for parents

This information can be sent out with the above letter. It explains the purpose of the of the home visit, what parents can expect to happen during the visit, and how to prepare for it

## **Staff Guidance**

### Basis of the visit

- To stress the value and importance of working with parents for the benefit of the child
- To enable our setting, the parents and the child to plan and prepare for this important step

### Staff will visit in pairs

- To allow one member of staff to spend time with the child whilst the other speaks with the parent/ carer
- For reasons of personal safety

### Items to be taken on the visit

- Nursery Induction permissions booklet
- Getting to know you questionnaire
- Welcome Book
- Mobile phone
- Pens/ paper

### Personal issues

- Familiarise yourself with the route/ location, parking restrictions etc before you leave
- Leave details of your visiting schedule with the Principal
- Be aware of pets and other adults who may be in the home

### Other issues to be aware of

- Staff should avoid commenting on a child's home or provision so that the parents do not feel that any judgement is being made on their home or lifestyle
- Staff should demonstrate an awareness and respect for differing cultures
- They should comply with appropriate customs such as removing shoes
- Staff should remain aware of the time restraints on both themselves and parents

# HOME VISIT CHECKLIST

Date	
Name of child	
Name of parent/ carer	
Names of staff on visit	

Discussed	Tick	Any comments
<b>The child</b>		
Getting to know you questionnaire		
<b>The Setting</b>		
Welcome Booklet		
Essential items to bring		
<b>Permissions</b>		
Induction permission booklet		
<b>Other</b>		

Signed parent/ carer		Signed staff	
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Nursery:	Name and address of parent/ carer:
Hart Memorial Nursery Charles Street Portadown BT62 4BD Tel: 028 38332817	

Date:

Dear

\_\_\_\_\_ is nearing the end of our settling in period.

We would like to reflect with you and complete a starting school settling in update.

This will give us valuable information to ensure that your child continues to have a positive experience in our nursery.

We would like to suggest a visit on \_\_\_\_\_ at \_\_\_\_\_  
 \_\_\_\_\_. The Staff Members visiting you will be \_\_\_\_\_  
 \_\_\_\_\_ and \_\_\_\_\_.

If the above time is not convenient please contact us. This can be done by phone, via the seesaw app or by using the slip below.

We very much look forward to meeting with both you and your child.

Yours truly,

Mrs Morrow

Child's name			
Date and time of visit			
(please delete)			
I / we are happy with the date and time of visit			
I/ we would like to rearrange the date and time of visit			
Signed		Date	

# A guide for parents

## Home visits- Your questions answered

### What is a home visit?

As the name suggests a home visit is an informal visit to your home by nursery staff.

It is carried out when your child has started nursery and is nearing the end of the settling in period.

### Why do home visits?

Home visits are a really good way for staff to further get to know both you and your child and vice versa.

It is a great opportunity to spend some time in a relaxed atmosphere, exchanging information and reflecting on your child's wellbeing during the settling in period. You will also have the chance to ask any questions and express any concerns you may have.

It is not an inspection of your home!

You are under no obligation to accept a home visit and a meeting can be arranged at the nursery if you prefer.

All information is considered confidential and will not be shared without your permission.

## Practicalities

### Who will do the home visit?

This will be the class teacher and assistant.

### How long will it take?

The length of the visit may vary; it is usually between 15-20 minutes but no longer than 20 minutes.

One member of staff, usually the assistant, will spend time playing with your child. We would like your child to choose their favourite book / toy or activity to share with the assistant.

The teacher will complete the Settling In reflection with you and go through some details about next term.

You will also have the opportunity to pass on any other information you would like us to know about your child. Any questions or concerns can be answered and discussed,

### How should I prepare for a visit?

- Try to remove any distractions, for example family pets. It is helpful if the television has been turned off
- Have some of your child's favourite books/ toys available
- Prepare a list of questions you may want to ask just so you don't forget!

If you have any questions, worries or concerns about your home visit or would like further information please contact us.



# Settling In Nursery Reflection

Describe your routine each morning before coming to Nursery e.g. waking up easily, dressing, eating breakfast, arrival time at school

Has your child had experience of any of the following activities at home?

- |  |  |
|--|--|
| <input type="checkbox"/> painting          | <input type="checkbox"/> Sand play     |
| <input type="checkbox"/> water play        | <input type="checkbox"/> drawing       |
| <input type="checkbox"/> playdough         | <input type="checkbox"/> puzzles       |
| <input type="checkbox"/> dressing up       | <input type="checkbox"/> games         |
| <input type="checkbox"/> Sharing stories   | <input type="checkbox"/> Model making  |
| <input type="checkbox"/> construction      | <input type="checkbox"/> singing       |
| <input type="checkbox"/> Cutting/ sticking | <input type="checkbox"/> Computer/iPad |

Will your child discuss their day and the things they enjoyed / friends they played with when they go home?

Please tell us about any significant changes to sleep pattern/ routines/ behaviour since starting nursery

Does your child join in any regular activities?  
For example: Penguins, Messy Church, swimming, music or dance classes

Is your child exposed to English in the home environment?

Is there anything else you would like us to know or are concerned about?  
For example, snack/ lunch time/ toileting/ other needs