



**SEVENOAKS**  
PREPARATORY SCHOOL

HOME VISIT POLICY

**Policy reviewed and amended:** Summer 2019

**Next review date:** Summer 2020

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**Status and Review Cycle:** Annual

## **Home Visit Policy**

At Sevenoaks Preparatory Early Years Department we believe that working closely with parents has a critical impact on children's emotional, behavioural and educational development, and their health and wellbeing. We work in partnership with parents to ensure positive outcomes for children, and the first step in this partnership is to offer a home visit to every family prior to the child joining Nursery.

A member of the EYFS team, along with the child's allocated Key Person, will carry out these visits. Both members of staff will bring with them identification and carry a mobile phone, the number of which is available in the school office.

The Pre Prep office will always be made aware of the family being visited. An itinerary of arranged home visits will be available.

EYFS staff will explain the settling period with the parent and will find out more about the child.

The home visit is designed to be an informal and friendly meeting between staff and parents.

After this initial home visit, subsequent home visits can be organised if deemed necessary by the Nursery Leader or if requested by the family.

If a home visit is not possible the parent will be invited to visit the setting at a mutually agreed time to meet the child's Key Person.

Every child will be invited to taster sessions held in the term prior to the child starting Nursery.

We are committed to making the transition into our school as seamless as possible for every family and our EYFS team understands that this is an important time of change for new families. We strive to ensure every family feels welcomed and comfortable prior to their children starting and maintain an open door policy which is adhered to throughout the school.