



Beormund Holistic Assessment Policy

Rationale

Home visits aim to ease the transition for your child between their previous mainstream setting or PRU and us here at Beormund. It is also an opportunity to introduce the family to key members of staff at our school. In order for us to successfully plan personalised learning experiences that will meet needs of your child, it is important to find out as much as possible from those that know them best. In doing so we can begin to promote a positive and supportive partnership between home and school. This can have significant positive effects in how your child values themselves and those around them.

Purpose of visit

1. An opportunity for parents/carers to speak openly and honestly in an informal setting.
2. To build a positive and supportive relationship between parents/carers and the school.
3. To gain an insight into the family history and significant past experiences.
4. To share information and knowledge and complete relevant documents. To highlight the support services that we, as a school, can provide.
5. An opportunity for parent/carers to ask questions, share concerns and gain a better understanding of the expectations of those who attend their school.

Guidelines

1. Pre-visit

- Arrange a date and time that is most convenient for both parents/carers and the school.
- Inform SLT of scheduled visit.
- Confirmation letter/text or email to be sent to parent/carers stating who will be attending.
- Contact parent/carers the day before the visit to remind them of the time and date.

2. The visit

- The visit will be carried out by a member of the pastoral support team and a representative of the class team.
- Make sure staff have relevant paperwork e.g. address, contact details and travel information.
- Staff should arrive together wearing staff ID.
- A fully charged phone must be taken for communication with staff back at school.
- The visit should take approximately 1 hour.
- Staff should take the Holistic Assessment Sheet to record notes and the Home School Agreement for parent/carers to agree and sign.
- Encourage parent/carers to ask questions.

3. Outcomes

- Holistic Assessment Record completed – verify if necessary when back at school.
- Ensure the home school agreement is signed and dated.
- Upon return, share information with the class team and relevant staff. Annotate on relevant documents in the Personalised Folders.