



**Zouch Academy**  
**Early Years Foundation Stage Home**  
**Visit Policy**  
**Reviewed October 2015**

**SIGNED .....**

**DATE .....**

**PRINCIPAL**

**SIGNED .....**

**DATE .....**

**CHAIR OF GOVERNORS**

**TO BE REVIEWED OCTOBER 2017**

At Zouch Academy, we understand that starting in Nursery and Reception can be daunting for everyone involved whether adult or child. We want to do all we can to make the process as enjoyable and stress free as possible for families and their children so our EYFS practitioners will work in partnership with them. As parents are a child's first educator, this will help ensure the best outcomes for the children. The first step of this partnership is a home visit for every family before a child starts by two members of the Foundation Stage Team,

**The following process will be followed:**

- Parents will be notified of the visit in advance and a convenient time arranged.
- Visits will always be undertaken by two practitioners.
- All practitioners will wear their ID badges.
- All practitioners will take a mobile phone, (their number will be left in the School office and have key contacts, including the Police, pre-stored).
- A timetable of visits will be left in the School office.
- One practitioner will take a small selection of toys or books for the child to choose from and will play with the child during the home visit while the other member of staff completes any necessary paperwork.
- Child's photograph will be taken (after gaining permission from parent/carer)
- Our EYFS Booklet will be shared with parents and any queries arising from it answered.
- The induction process will be explained and start date given.
- If special circumstances or arrangements for home visiting are required these must be discussed with the Principal in advance who will decide on the necessary additional arrangements required to carry out the visit.

If a home visit is not possible, parents/carers will be invited to visit Nursery/Reception at a mutually agreed time to meet the child's teacher and to complete the relevant paperwork.

**MONITORING and REVIEW**

It is the responsibility of the EYFS staff to follow this policy. The Senior Leadership Team will carry out monitoring on the EYFS as part of the whole school monitoring system. This policy will be reviewed before the start of each academic year and will evolve to incorporate the views of all staff concerned