



HALLAM FIELDS JUNIOR SCHOOL
Early Help Offer April 2019 - July 2020

Contact Details:

David Brown (Headteacher)

headteacher@hallamfields.derbyshire.sch.uk

Billy Hussain (Welfare Officer)

mrhussain@hallamfields.derbyshire.sch.uk

Telephone: 0115 9322568

We have approximately 240 pupils on roll in our school. All members of staff recognise their role in safeguarding. We work together to provide Early Help and services to support families.

Contents:

1. Introduction.
2. Early Help.
3. Recording, Reporting and Referral.
4. Early Help Interventions.
5. Beyond Early Help.
6. Quality Assurance.

1. Introduction

Hallam Fields Junior School works to provide Early Help to families in the school community. In September 2017 we employed a Senior Learning Mentor and Welfare Officer to support us to deliver Early Help to our families alongside the Multi Agency Team. Since April 2019 we are providing support through school and have only limited support from the Multi Agency Team. We aim to provide Early Help services supporting in both the home and the school setting.

As part of our Early Help offer, the school has also use the Thrive Approach (and currently have 3 members of staff who are practitioners; Sarah Carr, Kristina Place and David Brown) and Nurture provision. These offer support for children suffering from anxiety and other issues affecting their well-being.

Early Help services aim to both provide advice and/or intervene where there is evidence of emerging needs with the objective of preventing escalation to higher level services.

This handbook is our school offer outlining the services available under the Early Help umbrella and also the key processes associated with this.

2. Early Help.

Our primary aim is to identify needs early and to make sure that appropriate support is put into place. ALL staff recognise their role in ensuring safeguarding practices to ALL children at ALL times.

We believe that information sharing and timely effective support can ensure that ALL children and families get a good start in life.

Families need support from a wide range of agencies. We recognise that other agencies will be able to support families based on their specialised work. Therefore our role is often to signpost families to the resources that will best support their needs.

How will we know when Early Help is needed?

Staff have daily contact with children and their families throughout term time. All staff recognise their role in identifying needs of vulnerable children and their families need for Early Help.

Staff are clear that acting on hearsay is not appropriate. All staff will advise 'concerned others' to report their safeguarding concerns to Starting Point (the county's single point access for safeguarding referrals). However, all reports of concern are logged on the school reporting system, CPOMs. Access to CPOMs is available to all staff at the most suitable level of access. The Designated Safeguarding Lead (Mr Brown, Headteacher), supported by the Assistant Headteachers (Mrs Carr and Mrs Sibley) and our Welfare Officer (Mr Hussain), monitor the entries logged on CPOMs.

Where appropriate Mr Hussain or Mr Brown will assess the needs of a family and this may identify that an Early Help assessment is required.

The Headteacher and the Welfare Officer monitor attendance in school. They are active in their role to ensure that families recognise the importance of their children attending school regularly.

3. Recording, Reporting and Referrals

The Headteacher (DSL – Designated Safeguarding Lead) has case management responsibility. He identifies needs based on the safeguarding thresholds e.g. low level, emerging, complex/serious (Section 17) or Child Protection concerns (Section 47).

Where emerging needs are identified the DSCB (Derbyshire Safeguarding Children's Board) approved Early Help Assessment Form will be used and will be reviewed under the single plan format with reference to the safety and wellbeing grid.

A provision map details interventions for all pupils requiring Early Help in school.

A current recording system, CPOMs (Child Protection Monitoring System), is available online for staff to record information.

Concerns and chronologies are closely monitored – identifying patterns/ frequency of concerns and the actions that have been taken - by the Headteacher. These profiles may trigger an in-house referral to the senior learning mentor or member of the nurture team.

Staff also create and record on CPOMs where there are other agencies involved. The structure that children will be supported and reviewed through will be the Early Help Assessment format, which is currently the assessment process used by the Local Authority.

If a vulnerable child moves school we will ensure that information is shared with the receiving school. Depending on the level of safeguarding need it may be appropriate to hold a meeting, have a telephone conversation or as a minimum send the child's file.

We are unable to use the DCC Framework i / Mosaic system which would enable us to enter case notes and documents. Access to the system would also flag up concerns. As this is unavailable to us, we will contact the local Social Care Office when needed. We have raised our concerns regarding no access to this system with the Local Authority and hope that it will be recognised that this is an essential need to ensure effective communication between all services.

Where there has been no improvement to the welfare of the child, and there are escalating concerns around the safety and wellbeing of a child, staff will step up the Early Help Assessment to Starting Point. The Welfare Officer and the Headteacher meet regularly to discuss the children and families and the progress that is being made.

Where there are immediate Safeguarding concerns it will be taken to Starting Point, the county's single point access for safeguarding referrals, following consultation with the Designated Safeguarding Leads in school.

4. Early Help Interventions.

At Hallam Fields Junior School we have a full time Welfare Officer / Senior Learning mentor, who provides support for children and families. We have an 'open door policy' and can often meet parents without an appointment for brief queries, especially at the beginning and end of the day, or telephone and leave us a message. During term time the Welfare Officer / Senior Learning mentor may work directly with children on an individual basis, or may request that our trained Teaching Assistants offer specific support.

Over the school holidays the email address earlyhelp@hallamfields.derbyshire.sch.uk will be monitored and we will offer support or sign post you to the most appropriate advice and support.

Our school website contains information for families actively seeking advice and support.

Based on the needs of each family, staff will coordinate the support of the appropriate services. Where appropriate TAF (Team Around the Family) meetings are arranged to monitor the work of all the agencies involved. The Early Help Assessment Tools, including the safety and wellbeing grid are used to assess progress and achievements made by the families and professionals supporting them.

Joint working arrangements with partner agencies, such as school health, CAMHS (Child and adolescent mental health service) and with the PCSOs (police community support officer), are already in place and information is shared through meetings, email and telephone communications. As a family's needs arise further links to agencies will be established and maintained. Clear lines of communication are essential to support long term improvements for families. The Derbyshire Children's Services - Early Help Offer Guide to Children & Family Services – provides a directory of support that families will either be signposted to, referred to, or engaged with on behalf of the families we support.

5. Beyond Early Help

Following a review of a family's needs, or at a time of crisis, it will be appropriate to escalate the support a family requires. At the stage where early intervention attempts have not been successful and a social worker becomes involved we will continue to support children and families. Ongoing communication with all services involved continue to be essential.

The Headteacher and/or the Welfare Officer and / or a Deputy Safeguarding Lead (Mrs Carr or Mrs Sibley) will be available to represent the school at Case Conference or Child in Need Reviews, and will provide reports when required.

6. Quality Assurance

The best quality assurance will be received from the families receiving the support.

The school community is committed to the welfare and safety of children and as such are relentless in questioning the support families are receiving.

Hallam Fields Junior School Governing Body actively challenge the Senior Leadership Team at termly Governors' meeting regarding safety and welfare of all the pupils. Governors are involved in the annual safeguarding audit, meet with the Designated Senior Leads for Safeguarding and Attendance.

Resources used are recommended by the Derbyshire Safeguarding Children Board.

The school networks with other school-based family resource workers and pastoral staff and keeps up-to-date with developments in safeguarding families including attending DCC Safeguarding briefings and training.

We know that sometimes unexpected problems can create difficulties which we need support to resolve. Our aim at Hallam Fields Junior School is to do whatever we can to provide support for any member of the school community in their hour of need. We can support you in the following ways:

PASTORAL

Pastoral Care is support which we provide in school in order to help a child to improve their social, emotional and behavioural skills.

Pastoral care can be provided in a variety of ways to meet a variety of goals. Reasons we provide pastoral care include:

- Help a child share appropriately
- Help a child understand how to behave appropriately in different situations
- Boost self-esteem
- Help a child to build friendships with their peers
- Help a child with transition to a new key stage or class

The ways in which we deliver this support include:

- Thrive sessions working 1:1 with a child on an individual plan to build gaps in their development
- Nurture to teach targeted social, emotional and behavioural skills either in a group or individually
- Lunchtime clubs
- Transition programmes for vulnerable groups
- 1:1 sessions with a named worker

PARENTAL

Sometimes pastoral care needs to span home and school. Sometimes help is needed to address challenging behaviour at home, sometimes help is needed due to family illness or other misfortune. We can provide support in the following ways:

Drop-ins: Staff are readily available to meet with parents to discuss issues and to help with solutions

Courses for Parents: Within school we run courses to help parents deal with difficult behaviour of children at home by using some of the Thrive Strategies which we use in school. Mrs Carr has undertaken the training required to carry out the course within school. If you feel this may be of interest please contact Mrs Carr through the school office or email

pastoral@hallamfields.derbyshire.sch.uk Where applicable we will also direct you to other courses being run locally which may be useful.

SEN: If your child has special educational needs or you think they might Mrs Sibley our SENCO will be able to advise and support you in the process to follow and support available.

ATTENDANCE

Good attendance is vital for children to succeed at school and prepare them for the next phase of their life. Target attendance is 95%+ and this is what everybody should be aiming for to ensure that children make the expected progress and reach expected standards at school.

We provide support for families with attendance in the following ways:

Attendance Panel Meetings: At these meetings we investigate reasons for low attendance and develop a plan to improve future attendance.

Support from Attendance Officer: Our attendance officer will provide support with implementing and monitoring the attendance plan to ensure that we work closely together and support any difficulties you may be having.

OTHER AGENCIES

Sometimes we need to involve other agencies so that we can all work together and share ideas and expertise. In this case we may arrange a Team around the Family meeting where we will look at what is working well, and what areas need support. We will hold regular meetings to monitor action plans.

We also use specialist outside agencies who can offer trained counselling services. These could be for bereavement, substance misuse (child or adult), and domestic violence amongst others. For these agencies, we will get your permission before referring in to services for you.

We can also help by offering information for local groups and organisations where you can get help. Lots of these details are also available on our website.

CONTACT US

During term time make an appointment to see Mr Hussain or Mr Brown. In the holidays urgent issues should be addressed to **Starting Point**, which is the focal point for Social Care support on **01629 533190**. Otherwise, please email: earlyhelp@hallamfields.derbyshire.sch.uk