

*A nurturing inclusive learning community that enables everyone to be their best.*



**CALTON**  
PRIMARY SCHOOL



**CALTON**  
PLAYGROUP

**CALTON PRIMARY SCHOOL AND PLAYGROUP**

**Early Help Offer**

**Approved by the Full Governing Board 15/05/2023**

**Next renewal date: 25/26**

<b>This policy links to:</b>
Attendance Policy
Child Protection and Safeguarding Policy
Equality Policy
Inclusion Policy
Relational Policy
SEND Policy

## **Early Help**

The purpose of Early Help is to prevent issues and problems becoming serious and harmful to a child or young person, their family and community. Provision of early help support can be at any stage of a child's life: pre-birth, during pregnancy, childhood or adolescence.

## **Our universal support for all pupils and families.**

All staff receive safeguarding training to ensure that advice given is in the best interests of keeping children safe. All staff are available in a pastoral capacity should parents/carers have a concern about anything at all. Staff may not have the answer but will try to find out the answer or sign-post parents/carers in the right direction.

## **School Provision**

The school Inclusion Team is made up of a comprehensive team of staff with a variety of specialisms. The team is comprised of:

- Designated Safeguarding Leaders (DSL)
- Inclusion Leader
- Family Support Worker
- SENDCo
- Three Learning Partners (LPs) specialising in social, emotional and mental health (SEMH) difficulties.

The Inclusion Team can help with:

- Providing information and signposting to other services in the local area.
- Liaising with a range of external services such as housing and Family Support Workers.
- Assistance in completing paperwork and forms (e.g. housing, foodbank vouchers, Disability Living Allowance (DLA)) attendance and support at school and other agency meetings.
- Advice and support in promoting positive behaviour at home (Family Jigsaw).
- Providing direct support to children with SEMH needs (see Curriculum section).

The Inclusion Team can make specific referrals to the school nurse, parenting courses, Teens in Crisis (TIC), Children and Young People's Service (CYPS) or Young Carers to request further support for individual children with targeted needs. Parents/carers should speak to their child's class teacher initially or a

member of the Inclusion Team if they feel their child needs more emotional support.

The SENDCo may refer children to external agencies where more specialist advice is required. These professionals could be the Advisory Teaching Service (ATS), Educational Psychologist, Occupational Therapy, Social Communication Autism Assessment Service (SCAAS) or Speech and Language Therapy (SaLT). See The SEND Policy for further information about the Graduated Pathway.

If the school believe the children or family are in immediate danger, then a DSL can refer the family to social care through a Multi-Agency Referral Form (MARF) emailed or phoned through directly to the Assessment Team at Social Services.

Parents/Carers can speak to a member of the Inclusion Team by contacting the school office. Staff are available within school hours (8:45am – 3:30pm on weekdays during term-time). School office number: 01452 527689. Email: [admin@caltonprimary.co.uk](mailto:admin@caltonprimary.co.uk)

## **Curriculum**

The school follows the Jigsaw PSHE curriculum, which is embedded in to the weekly timetable. This comprehensive curriculum covers many aspects of keeping young people safe, healthy, resilient and aware of the world around them so that they can make informed decisions, learn tolerance and keep safe online.

For children with specific SEMH concerns, that require further support we can create a bespoke curriculum with our Emotional Literacy Support (ELSA) trained LPs. ELSA activities can include but are not limited to:

- Play therapy (including Lego and Sand)
- Animal therapy (guinea pigs)
- Support through art and drawing
- Therapeutic Story writing
- Bereavement and loss support
- Friendship group work
- Playing and learning to socialise (PALS) group work
- Restorative Practice (See school website for more information)
- Wise Owls
- Check ins

## **Child Missing in Education**

Children Missing in Education (CME) refers to 'any child of compulsory school age who is not registered at any formally approved education activity e.g. school, alternative provision, elective home education, and has been out of education provision for at least 4 weeks'.

CME also includes those children who are missing (family whereabouts unknown), and are usually children who are registered on a school roll / alternative provision. This might be a child who is not at their last known address and either:

- has not taken up an allocated school place as expected
- has 10 or more days of continuous absence from school without explanation,
- or left school suddenly and the destination is unknown

It is the responsibility of the Access to Education and Inclusion team, on behalf of the Local Authority (LA), to collate information on all reported cases of CME of statutory school aged children in Gloucestershire maintained schools, academies, free schools, alternative provision academies and Alternative Provision Schools (APS). See Child Protection and Safeguarding Policy and Attendance Policy for more information.

The team will also liaise with partner agencies and other LAs and schools across the UK to track pupils who may be missing education and ensure each child missing education is offered full time education within 2 weeks of the date the LA was informed.

Anyone concerned that a child is missing education can make a referral to the Access to Education at Gloucestershire County Council. Tel: 01452 328774 and 01452 426015

## **Local Provision**

Beyond the school there are various groups and charities that can support all families with a variety of needs. Calton Primary School are committed to partnership working to promote the best outcomes for all families. The Inclusion Team may be able to direct and support families reaching a suitable agency. Below is a list of the most commonly accessed agencies.

## **Gloucestershire Family Information Service (FIS)**

Advisors give impartial information on childcare, finances, parenting and education. They support families, children and young people aged 0-19 years of age (25 for young people with additional needs) and professionals working with these families. They can help link parents/carers up with other organisations that may be able to help or provide the information themselves

For example, parents/carers could ask them about holiday clubs for your children across Gloucestershire. For more information contact:

Email: [familyinfo@gloucestershire.gov.uk](mailto:familyinfo@gloucestershire.gov.uk)

Telephone: (0800) 542 0202 or (01452) 427 362.

Visit: [www.glosfamilies.org](http://www.glosfamilies.org)

### **SEND**

For information for Children and Young People with Special Education Needs and Disabilities (SEND) go to the SEN and Disability 'Local Offer' website:

[www.glosfamilies.org.uk/localoffer](http://www.glosfamilies.org.uk/localoffer)

### **The Key**

The Gloucestershire Disabled Children and young people's register and information service.

Email: [thekey@gloucestershire.gov.uk](mailto:thekey@gloucestershire.gov.uk)

Telephone: 0800 009 3443

### **ERIC**

A charity that focuses on Children's bowel and bladder issues. They can offer support to parents on issues such as bedwetting.

Visit: [www.eric.org.uk](http://www.eric.org.uk)

### **PACE**

E- safety website for parents.

Visit: [www.paceuk.info](http://www.paceuk.info)

or

[www.thinkuknow.co.uk/parent/](http://www.thinkuknow.co.uk/parent/)

### **Green Square:**

Offers housing support for people in Gloucestershire. They help residents in the local community stay in their current homes or explore alternative housing arrangements.

Visit: [www.greensquaregroup.com/customers/care-and-supportoptions/gloucestershire-housingsupport](http://www.greensquaregroup.com/customers/care-and-supportoptions/gloucestershire-housingsupport)

### **Winston's Wish:**

This charity provides support for individual and group settings when children experience bereavement.

Visit: [www.winstonswish.org/](http://www.winstonswish.org/)