



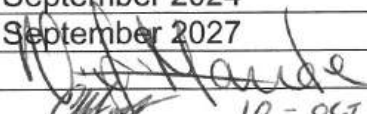

**Coundon Primary School**  
**T**ogether **E**veryone **A**chieves  
**M**ore



# Early Help Policy

September

# 2024

Author	Miss Vicki French
Last Updated/Reviewed	September 2024
Scheduled Review Date	September 2027
Head Teacher's Signature/Date	
Chair of Governor's Signature/Date	 10 - OCT - 2024

## **Early Help Policy**

The purpose of this policy is to set out the ways in which Early Help, held via school, can support our families.

At Coundon Primary School we understand just how complicated family life can be and that there may be situations where you need extra help and support. If you need to share information or have a difficult situation you need to make us aware of we will always find the time to listen.

Early Help is support for children of all ages that improves a family's resilience and outcomes or reduces the chance of a problem getting worse. It is not an individual service, but a system of support delivered by local authorities and their partners working together and taking collective responsibility to provide the right provision in their area. Some Early Help is provided through 'universal services' such as education and health services, while other Early Help services are co-ordinated by a local authority and/or their partners to address specific concerns within a family, such as parenting support, mental health support or housing and employment services.

Early Help may be appropriate for children and families who have several needs or whose circumstances might make them more vulnerable. It is a voluntary approach, requiring the family's consent to receive support and services offered. These may be provided before and/or after statutory intervention.

(Working Together to Safeguard Children, 2023)

It is important that all members of staff are aware of the support that can be offered via Early Help as they will be crucial in identifying families that may benefit from early intervention.

## **The Aims and Objectives of Early Help**

Early Help is a form of support aimed at improving outcomes for children or preventing escalating need or risk. It is a voluntary programme and can be opted out of at any time.

These services are part of a “continuum of support” and provide help to families who do not, or no longer, meet the threshold for a statutory (Children’s Services) intervention.

Early Help and early intervention services can be provided at any stage in a child or young person's life, from early years right through to adolescence. Services can be delivered to parents, children or whole families.

Any child or family may benefit from Early Help, but at Coundon staff are trained to look out for children who:

- are disabled or have certain health conditions and/or specific additional needs
- have special educational needs (whether or not they have a statutory Education, Health and Care plan)
- have a mental health need
- are a young carer
- are showing signs of being drawn into anti- social or criminal behaviour including gang involvement and association with organised crime groups or county lines
- are frequently missing/ go missing from education, home or care
- Have experienced multiple exclusions or are at risk of being permanently excluded from school
- are at risk of modern slavery, trafficking, sexual and/ or criminal exploitation
- are at risk of being radicalised or exploited
- Have a parent or carer in custody, or are affected by parental offending
- are in a family circumstance presenting challenges for the child, such as drug and alcohol misuse, adult mental health issues and domestic abuse
- are misusing alcohol and other drugs themselves
- are at risk of so-called 'honour'-based abuse such as Female Genital Mutilation or Forced Marriage
- are privately fostered

(Keeping Children Safe in Education 2024 – DfE)

As a school we aim to:

- Identify families that could benefit from Early Help intervention as soon as possible
- Offer Early Help to any family requesting it or identified as possibly needing it
- Hold half-termly meetings with families receiving Early Help support to discuss progress, any new concerns and ensure the plan is moving forward
- Liaise with any external agencies that can provide additional support
- Escalate the Early Help plan to the Supporting Families Team or Children's Services if necessary

**What can Early Help support with?**

- Education – including attendance
- Development for children attending school nursery/reception
- Transition support
- SEND support
- Social, emotional and mental health needs
- Staying safe
- Supporting families; relationships and parenting
- Crime engagement
- Domestic abuse
- Finances
- Housing

Every Early Help plan is different and unique.

Miss French, our Learning Mentor, will work with families to understand what is important to them, identify where additional support may be required and complete an assessment to generate their own Early Help plan.

## **Storing Information**

You will be asked for your agreement for Early Help services to support you and your family. Coventry City Council complies with the Data Protection Act and the GDPR and is registered with the Information Commissioners Office (ICO) as a Data Controller.

We use your personal information so that we can provide advice and guidance, assessments, services, support and safeguarding for children and their families as well as to provide the help that you require as early as possible. We process personal data because it is necessary to comply with our legal obligations and perform our public duty.

More information regarding the Privacy Notice can be found at:

[www.coventry.gov.uk/earlyhelpsupportprivacynotice](http://www.coventry.gov.uk/earlyhelpsupportprivacynotice)

(What is Early Help leaflet, Coventry City Council, 2023)

Information at Coundon Primary School is stored in line with our Data Protection Policy.

### Pathway in to requesting/being offered support

I am struggling or feel worried about things/school staff identify that you may benefit from early intervention and support



I can contact Miss French at [vicki.french@coundon.coventry.sch.uk](mailto:vicki.french@coundon.coventry.sch.uk) or on 024 7659 2559



Miss French will arrange meeting with me at school to further discuss support



Miss French completes early help assessment which is then entered onto the early help digital system by Claire Smith (school's early help assessment coordinator).



Claire Smith will support Miss French to identify an early help plan. Miss French will then work with me to make any necessary referrals, complete 1:1 work with my child or sign post me to information or other support networks.



Miss French will meet with me every half term to review the plan and the progress made.



Early help plan is closed once all actions are met and there is no longer a role for Early Help



If no progress is made or the issues you are experiencing are worsening, Miss French will discuss requesting additional support from your local family hub or Children's Services



## Local Family Hubs

### **Aspire Family Hub**



Humber Avenue, Coventry, CV1 2SF  
024 7697 8100

### **Families for All Hub**



454 Foleshill Road, Coventry, CV6 5LB  
024 7697 7991

### **Harmony Hub**



Clifton Street, Coventry, CV1 5GR  
024 7697 8030

### **The Moat Family Hub**



Moat House Primary School, Deedmore Road,  
Coventry, CV2 1EQ  
024 7697 8036

### **Mosaic Family Hub**



Jardine Crescent, Coventry, CV1 9PL  
024 7697 8160

### **Park Edge Family Hub**



Roseberry Avenue, Coventry, CV2 1NE  
024 7697 7880

### **Pathways Family Hub**



Radford Primary School, Lawrence Saunders Road,  
Coventry, CV6 1HD  
024 7697 8130

### **Wood Side Family Hub**



Upper Ride, Willenhall Wood,  
Coventry, CV3 3GL  
024 7697 8090

**Further information about the Family Hubs and the services they offer can be found at  
[www.coventryfamilies.co.uk](http://www.coventryfamilies.co.uk)**