



Aurora School

HOME VISITS POLICY

Aurora School Policy 2021

RATIONALE

The core service provided by the Early Intervention Program is in the form of regular individual home based sessions. Early Intervention work in partnership with families to build on family strengths and competencies and respond to parents' needs, concerns and priorities for their child.

The purpose of the Early Education Home Visiting Program is to facilitate the transition from a home based or early intervention program to the onsite early education program.

Aims:

Early Intervention:

- Support families to incorporate communication development strategies into their everyday routines.
- Encourage and promote effective communication between the family and their child, using strategies which are most effective and with which the family feel most comfortable.
- Provide the family with essential information about the nature of their child's hearing loss, and any other disabilities, and what implications these may have for the child and family.
- Help the family understand the function of their child's hearing device, how to get the child to wear their device regularly, and how to maintain the device in good working order.
- Monitor the child's progress particularly in the areas of communication, listening, speech, and Auslan, in order to identify appropriate program goals.
- Support families to incorporate communication development strategies into their everyday routines.
- Provide opportunities for the family to receive emotional support.
- Provide information about government and community resources and entitlements.

Early Education

- Meet the child and family in a familiar and relaxed environment.
- Support the transition of each child into the early education onsite Program.
- Provide opportunity for parents and teachers to share information in a relaxed and familiar environment.
- Discuss and develop specific goals that address the child's developmental needs.
- Share information about the school and programs.
- Observe the child in his / her home environment and develop awareness of confidence, independence, and communication in a familiar situation.
- Develop parent- teacher communication and relationships.

Implementation:

Early Intervention:

- Home visits are generally undertaken on a fortnightly basis.
- Family Workers arrange the Home Visits with families at a mutually convenient time.
- Visits can be held at school or an alternative venue if parents make this request.
- Visits may also be undertaken at Children's Services where the child attends.
- Visits may be to other organisations that support the child and family (Australian Hearing, CIC) as deemed necessary
- Staff may visit independently or with a colleague as negotiated.
- Staff will follow the DET 'Offsite and Home Visits Procedure' and 'Safe Work Procedure'.
- Staff will undertake yearly professional Development in relation to Offsite/Home Visit Risk Management.



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- Teachers arrange the Home Visit as part of the enrolment process in the School Based Program for newly enrolled children. Where appropriate this is facilitated by the EI worker.
- Class teachers will be released to make one home visit for each new child.
- Parents can choose to meet with the class teacher at Aurora and forgo the home visit.
- Visits can be held at school if parents make this request.
- Information gathered at the Home Visit will be added to the child's portfolio or file.
- Staff may visit independently or with a colleague as negotiated.
- Parents and teachers can book a follow-up discussion if deemed necessary.
- Staff will follow the DET 'Offsite and Home Visits Procedure' and 'Safe Work Procedure'
- Staff will undertake yearly professional Development in relation to Offsite/Home Visit Risk Management.

Home Visits Procedure:

Description of Work: Working Offsite/Home Visits
Potential Hazards: Hazards associated with occupational violence, housekeeping and biological hazards.
Safe Work Procedure Checklist:
1. Pre visit: <ul style="list-style-type: none">▪ Check case history if available.▪ Record whereabouts on workplace's offsite register, diary sheet or equivalent. This includes recording the time of the visit and the address.▪ Any initial home visit must have a pre first visit checklist completed.▪ If you are visiting outside business hours you should make prior arrangement with your team leader/manager and notify them of your safe return.
2. During visit: <ul style="list-style-type: none">▪ Carry a fully charged mobile phone and keep it turned on.▪ Park in a location that permits a quick and safe exit.▪ Do not enter home unless invited.▪ At any time if you feel unsafe terminate the meeting, leave and contact your manager.
3. Post visit: <ul style="list-style-type: none">▪ If you are visiting outside business hours notify your manager of your safe return.

POLICY REVIEW AND APPROVAL

Policy last reviewed	March 2021
Approved by	Principal & Management Team
Next scheduled review date	Three Years – 2024 (or earlier if significant changes required)