



St Matthew's Offer of Early Help

Dated: September 2023

Renewal date: September 2024

Jesus said 'The thief comes only to steal and kill and destroy :I have come so you may have life, life in all its fullness'. John 10:10

Offer of Early Help

At St Matthew's C of E Primary School, we aim to ensure that every pupil is kept safe and secure. Whenever we have concerns that some additional interventions may be needed we use a range of internal and external agencies to support these pupils. This may include use involvement of our Headteacher, Senco or individual support.

All staff are available in a pastoral capacity should parents 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/other professionals in the right direction. Parents can either talk directly with the staff or telephone the Head. Staff are available within office hours (9am – 5pm on weekdays during term-time).

General office number: 01453 764705 (to contact all staff).

Jen Panton is our SENCo and is here to support families who have children with special educational needs.

At St Matthews we can offer pastoral support for children and families. We support and sign post families with access to services including through Gloucestershire Early Help team. Parents and Staff can access the Gloucester Early Help partnership team at gloucesterearlyhelp@gloucestershire.gov.uk tel:01452 328076;

All staff are there to support children who have additional needs either with the curriculum or with social and emotional issues.

Breakfast Club

St Matthew's C of E Primary School operates a breakfast club from Monday to Friday. For further details contact the school office on 01453 764705

Home-school support

All of our Early Help is offered in partnership with parents / carers. Our pastoral team can help and support with a myriad of issues including support with home situations, signposting to support with housing, debt and bereavement etc. Please do contact them on the numbers above should you need any support. Our doors are always open.

Immediate Housing Support

If you are threatened with homelessness within 56 days, or you are homeless right now, please contact **Stroud District Council** for further support.

Housing – 04153 754078

Out of hours/ emergency only: 01453 222104

Web: <https://www.stroud.gov.uk/housing/homelessness>

Web: <https://www.stroud.gov.uk/housing/homelessness/homeless-now>

Email: housing.advice@stroud.gov.uk

In an emergency both Stroud District Council and Social Services will provide a safe place to stay for the night and work with you to resolve your situation.

Aged 18-21

You may be eligible for supported accommodation. In Stroud this is provided by Season House, Ark House and Open House. For more information or to be referred please get in touch with the Housing Advice Team.

Aged 21-35:

You may be eligible for supported accommodation in Gloucester.

Over 35:

You may be able to access supported housing outside of our district, for more advice on this please get in touch

Universal help for all families

Gloucestershire Family Information Service (FIS) advisors give impartial information on childcare, finances, parenting and education. FIS are a useful source of information for parents and professionals. 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 up with other organisations that might be able to help or provide the information themselves e.g. parents could ask them about holiday clubs for your children across Gloucestershire.

Contact the FIS by emailing: familyinfo@gloucestershire.gov.uk Or telephone: (0800) 542 0202 or (01452) 427362. FIS also have a website which has a wealth of information to support many issues such as childcare and support for children with disabilities.

www.glosfamilies.org

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

Gloucestershire Children's Safeguarding Board <http://www.gscb.org.uk>

Important information for parents and professionals across Gloucestershire in relation to keeping children safe and avenues of support including early help options.

Food Bank Vouchers

Sometimes for many different reasons, families require additional help and support which may include receiving some help with food. We have close relationships with our local foodbanks. Should you feel that you would benefit from some additional help, please do talk to a member of our pastoral team who can point you in the right direction.

Early Help

Gloucestershire Early Help Partnership (co-ordinated by Families First Plus) provide multi-agency support for children and families. A phone call to discuss a possible referral is helpful before making written referral. Parents must consent to a referral. School actively refer to the Early Help team when appropriate. Referrals go to the Early Help Partnership (representation from Education, health, social care etc.) and referring agencies are encouraged to attend. All agencies should view themselves as part of this Early Help Partnership. The referral meeting is a multi-agency discussion to decide the best way forward. Contact details: gloucesterearlyhelp@gloucestershire.gov.uk tel:01452 328076.

Transition

Entry to EYFS

We work hard with our pupils whatever their age or stage to ensure that their transition to the next stage of learning is appropriately supported so that they are in the best possible position to succeed.

On entry to primary school we will work closely with our feeder providers to ensure that we have all the necessary information about individual children possible. This may include our Inclusion lead meeting with setting's SENCo as well as attending additional meetings with other professionals such as Advisory Teachers or the Children's Centre, should a child have a specific need. Any parent who has a child with medical conditions is also offered a separate time to meet with EYFS staff so that all possible knowledge about care for the child is in place and specialist training arranged if required.

A range of sessions will be offered to children to come into school so that all children feel relaxed and familiar with their new surroundings. In addition to this sessions for parents are held to understand the routines and procedures of the EYFS setting, as well as an opportunity whilst the children are having story time to meet and bond with other parents joining the school in the next academic year.

The EYFS staff will visit each child in their home setting to further develop their own knowledge of the child. A well planned gradual introduction to the school is then put into place so that children have a positive start to their school life. EYFS staff will then, throughout the Autumn term, run a series of meetings for parents to help ensure that the curriculum knowledge, such as phonics is understood.

End of year transitions

At the end of every year a significant amount of time is given for staff to share their knowledge and information about each pupil in their class with the receiving teacher. Similarly, TA also share their knowledge and understanding with the receiving TA. In this way, all staff are confident about the children they are having in the Autumn term and the way in which they can best support them to achieve to their fullest potential. Every class has a full morning working with their new teacher in the summer term so that they can

begin to familiarise themselves with their new classroom and their new teachers.

Entry to Secondary School

During Year 6, teachers and leaders will begin the transition process with the next setting for pupils so that key knowledge and information is shared and in place for each child. Staff from receiving schools will come into the school to meet with teachers and Inclusion Leads as appropriate and key information will be shared.

Visits to the new settings will occur in the summer term and will normally be for a period of 2 – 3 days. However, for some pupils this will not be sufficient and it may be that ahead of the normal induction period, some additional visits are made. This may include a child's one to one teaching assistant accompanying them to the new school, or it may be that parents have time with the child in the new school. It may also include some additional liaison with specialist teaching staff in the new school so that key information about individual learning needs are fully understood. Records and information about each child is then shared with the Head of Year.

Entry midway through the year

Sometimes for variety of reasons such as families moving, children enter the school mid-way through the year. We always try to ensure that visits are held for each child prior to starting at the new school, so that the child feels secure and comfortable with the new setting. Occasionally a phased introduction is put into place to ensure the best possible start is secured. Always a conversation with the previous setting is held to ensure that all the relevant key information about these children is known and understood. Records are requested so that all possible information is held.

FGM

Female Genital Mutilation (FGM) comprises all procedures involving partial or total removal or the external female genitalia. FGM is illegal in the UK and as of October 2015 mandatory reporting commenced. If education staff or other professionals discovers that an act of FGM appears to have been carried out on a girl under 18 years old there is a statutory duty for them PERSONALLY to report it to the police.

<http://www.nhs.uk/Conditions/female-genital-mutilation>

At A Glance' websites to support you and your family:

Children's Help Desk	If a member of staff, parent/carers or member of the public thinks a child or young person is at immediate risk of significant harm they should contact the Children's Help Desk on: 01452 426565 or in an emergency call 999. Do not wait to discuss this with the DSL/DDSL but do report it afterwards
Gloucestershire Family Information Service (FIS)	This is a universal source of help for all families in Gloucestershire. The advisors working for this service give impartial information on childcare, finances, parenting and education. Contact the FIS by emailing: familyinfo@gloucestershire.gov.uk or telephone: (0800) 542 0202 or (01452) 427362. The website is www.glosfamilies.org

GSCB (Gloucestershire Safeguarding Children's Board)	http://www.gscb.org.uk Important information for parents and professionals across Gloucestershire in relation to keeping children safe and avenues of support including early help options.
E-Safety Online	E-Safety Online activity can be a serious risk to children: the use of technology has become a significant component of many safeguarding issues. Child sexual exploitation, radicalisation, sexual predation – technology often provides the platform that facilitates harm. With the right support, education and safety measures in place the internet and new technologies can also bring benefits, but we must all be vigilant. E-safety is part of our ongoing curriculum. PACE (parents against child exploitation) UK is a useful website to engage parents with e-safety issues. www.paceuk.info/ https://www.thinkuknow.co.uk/parents/ CEOP centre https://educateagainsthate.com/ Radicalisation and how to keep children safe www.internetmatters.org for parents – how to keep their children safe online
Bullying (including cyberbullying)/child death/suicide prevention.	All Gloucestershire school including St Matthew's are committed to tackling bullying. We follow th. In serious cases of bullying parents should contact the police; particularly if there are threats involved. In an emergency call 999. Other sources of help are http://www.bullying.co.uk
Children with multiple needs (vulnerable) or multiple needs (complex) requiring multi-agency input or assessment.	Within Gloucestershire Targeted Support Teams provide multi-agency support for children and families. A phone call to discuss a possible referral is helpful before making a written referral. Schools actively refer to when appropriate: Targeted Support Teams (TST) Gloucester (01452 328076), Stroud (01452 328130). stroudearlyhelp@gloucestershire.gov.uk
Drug Concerns	www.infobuzz.co.uk/ InfoBuzz provides individual targeted support around drugs & emotional health issues, development of personal and social skills, information and support around substance misuse. www.onyourmind.nhs.uk – advice on drug/alcohol misuse
Child Sexual Exploitation (CSE)	Child Sexual Exploitation (CSE) The new working together advice (Feb 17) from the DfE on CSE and the new definition can be found at https://www.gov.uk/government/publications/childsexual-exploitation-definition-and-guide-for-practitioners CSE screening tool (can be located on the GCSB website, see above). This should be completed if CSE suspected. Clear information about warning signs, the screening tool and Gloucestershire's multi-agency protocol for safeguarding children at risk of CSE are at www.gscb.org
Domestic Violence	Domestic Violence The GCSB (Gloucestershire Safeguarding Children's Board) have published a Domestic Abuse pathway for educational settings which is on the GSCB website. Gloucestershire Domestic Abuse Support Service (GDASS) www.gdass.org.uk

Fabricated and induced illness (FII)	Fabricated and induced illness (FII) http://www.nhs.uk/Conditions/Fabricated-or-induced-illness for information on behaviours and motivation behind FII. Any professionals suspecting FII must involve the Police, Social Services and follow the child protection procedures outlined in this policy
Faith Abuse	www.gov.uk/government/publications/national-action-plan-to-tackle-childabuse-linked-to-faith-or-belief for copy of DfE document 'National action plan to tackle child abuse linked to faith or belief'. Judith Knight; Diocese of Gloucester Head of Safeguarding/faith abuse contact jknight@glosdioc.org.uk For other faith groups contact Nigel Hatton (GCC LADO)
Female Genital Mutilation (FGM)	http://www.nhs.uk/Conditions/female-genital-mutilation for NHS information and sign of FGM. FGM is illegal in the UK and as of October 2015 mandatory reporting commenced. If education staff or other professionals discovers that an act of FGM appears to have been carried out on a girl under 18 yrs old there is a statutory duty for them PERSONALLY to report it to the police. Any suspicion of FGM should be referred to the Police and Social Care. E-learning package- http://www.fgmlearning.co.uk/
Gangs and youth violence	Contact the Avenger Task Force (Gloucestershire Police tel: 101) A task force set up to identify potential gang members as vulnerable individuals and potential victims and aims to help them. Prevention – wellbeing curriculum – self esteem & identity, law & order and considering the impact of violence on communities.
Gender-based violence/violence against women and girls (VAWG)	www.gov.uk home office policy document Hope House SARC (Sexual Assault Referral Centre): 01452 754390 Gloucestershire Rape and Sexual Abuse Centre (GRASAC) support@glosrasac.org.uk
Gender Identity Issues	The Gender Trust is a listening ear, a caring support and an information centre for anyone with any question or problem concerning their gender identity, or whose loved one is struggling with gender identity issues. 0845 310505 www.gendertrust.org.uk
Holiday activities and food	https://strouddistricthaf.co.uk/ The Holiday Activity and Food (HAF) programme is funded by the Department of Education, HAF can only be offered to those in reception to year 11 who receive benefits-related free school meals.
Honour based violence (HBV)	The police have made it a high priority to help communities fight back to tackle both honour based violence and hate crime, The 'Honour Network Helpline': 0800 5999247
Mental Health	CAHMS (Gloucestershire's mental health services) https://www.ghc.nhs.uk/our-teams-and-services/children-and-young-people/camhs/ Gloucestershire website covering all mental health issues for young people

Private fostering	http://www.gloucestershire.gov.uk/privatefostering Gloucestershire County Council website provides information on private fostering. Refer to Gloucestershire Children and Families Helpdesk on 01452 426565 or Gloucestershire's Private Fostering Social Worker 01452 427874
Radicalisation	Safeguarding Children's Board www.gcsb.org.uk for information on PREVENT. www.educateagainsthate.com is the government website providing information and practical advice for parents, teachers and school leaders on protecting children from radicalisation and extremism. GSCB have published a PREVENT pathway for professionals to refer to. The 'Advice on the prevent duty' written by the DfE explains what governors and staff can do if they have any concerns relating to extremism. The DfE has also set up a telephone helpline 020 7340 7264 to enable people to raise concerns directly. Concerns can also be emailed to counter.extremism@education.gsi.gov.uk Prevention – We teach traditional British Values through the wellbeing curriculum: democracy, rule of law, respect for others, liberty, tolerance of those with different faiths and beliefs and promotion of 'Britishness'. Gloucestershire Constabulary: 101 and Nigel Hatton (LADO) 01452 426994 Anti-terrorist Hotline: 0800 789 321
SEND Guide for Parents and Carers	https://www.gov.uk/government/publications/send-guide-for-parents-and-carers
Sexting	http://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/sexting (NSPCC website). Information can be found at www.gscb.org.uk
Children who run away (missing persons/missing children)	Missing Persons Coordinator Gloucestershire Police. Tel: 101 GSCB Missing Children Protocol www.gscb.org.uk
CME (Children missing education)	Anyone concerned that a child is missing education (CME) can make a referral to the Educational Performance and Inclusion Team (EPI) at Gloucestershire County Council Tel: 01452 426960/427360.

If you have some concerns a good starting point is to come and talk to the Deputy Head Teacher, Mrs Collins or SENCo, Mrs Pantou, who can on your behalf, make a referral on a CAF (common referral form) Gloucestershire Early Help and Targeted Support Team. If your child is pre-school age GPs, health visitors and children's centre staff all know about the Early Help Service and can help make a referral if that is what you think would help.

Our approach is to work closely with families and to hold a Team Around The Child (TAC) or Team around the Family (TAF) meeting so that everyone is clear about what we are trying to achieve and who is doing what. Before we can start to work with your family we need your consent. Our service is confidential and you will be asked for permission for us to speak with other relevant professionals on your behalf.