



**Cleeve Prior CE Primary School
Early Help Policy/Offer**

	Policy review Date	29 th September 2022
	Date of next Review	21 st September 2023
	Who reviewed this policy?	FGB
	Date approved by Governing body	29 th September 2022
	Name of Designated Safeguarding Lead Name of Deputy Designated Safeguarding Lead	Mrs S Laughlin (Level 3 Trained) Mr P Croke (Level 3 Trained)

Early Help for Children and Families
Cleeve Prior CE Primary School

Our Early Help Offer 2022

At Cleeve Prior Primary School, we recognise the challenges that families face. There may be times when you need extra help and support. If this is the case, please come and talk to us.

[If you feel you need immediate support at any time please contact Miss S Laughlin, Head of School](#)

sw437@cleeveprior.worcs.sch.uk
[01789 772276](tel:01789772276)

We recognise that there may be times when parents and carers need extra help and support. We endeavour to create a school ethos that promotes trust between parents/carers and school, as well as between all adults and children, so that everyone understands who they should talk to if they have any concerns or worries.



Providing early help to our pupils and families, Cleeve Prior Primary School, means we are more effective in promoting support.

We also plan specific support to support our children and their families. We use a graduated approach to make sure we provide appropriate support specific to family needs.

Key Personnel:

Mrs R Wilks is our Special Educational Needs and Disabilities Coordinator. She is responsible for providing support for all SEND concerns. The first referral is usually through the SENDCo.

Mrs S Laughlin is our Head of School, DSL, Lead for Wellbeing, Mental Health First Aid (MHFA) and Child & Adolescent Counsellor. Mrs S Laughlin will work with families who require support with emotional needs.

Mrs R Wilks is our Speech and Language lead

Mr Croke is the Executive Headteacher, Deputy Designated Safeguarding Lead, LAC Lead and is MHFA trained

Our Safeguarding Team

The Designated Safeguarding Lead (DSL)

Contact details: Mrs S Laughlin

email: sw437@cleeveprior.worcs.sch.uk

Telephone: 01789 772276

The deputy DSL(s)

Contact details: Philip Croke

Email: head@cleeveprior.worcs.sch.uk

Telephone: 01789 772276

The nominated safeguarding governor

Contact details: **Stacey Smith**

Email: ssmith@cleeveprior.worcs.sch.uk

Telephone: 01789 772276

Executive Headteacher

Contact details: Philip Croke

Email: head@cleeveprior.worcs.sch.uk

Telephone: 01789 772276

Head of School

Contact details: Mrs S Laughlin

email: sw437@cleeveprior.worcs.sch.uk

Telephone: 01789 772276

The Chair of Governors



Contact details: Jonathan Marshall
Email: jmarshall@cleeveprior.worcs.sch.uk
Telephone: 01789 772276

Early Help is a pathway to supporting you and your child as they grow up, when you or they may need further support or guidance.

Providing early help to our pupils and families at Cleeve Prior CE Primary School means we can improve outcomes for children, families and communities, providing support as soon as a problem emerges, at any point in a child's life, from the early years through to teenage years.

Early Help can support children and their families who may be struggling with:

- Routines and family rules
- Families who may be not be eating healthy food
- Keeping to a healthy lifestyle
- Children who may not want to go to school for different reasons
- Disability within the family including children being a young carer
- Children in the family have special educational needs (SEND)
- Children who may becoming involved in anti-social or criminal behaviour
- Children who go missing from home
- Children or parents / carers misusing drugs or alcohol
- Children at risk of being tricked, forced or made to work in the criminal world
- Children who may need support because they may live in a home and see drug or alcohol abuse, adult mental health problems or have parents who argue a lot (and sometimes might hurt each other)
- Children at risk of being groomed to join groups which support illegal views
- A privately fostered child (a child from another family living within your family home)

Early help relies upon local groups and people in the community, sometimes we work together to help children, young people, and their families. Below you will find a list of support we can offer in our school:

For further information, please visit the link below

[Worcestershire Children First Early Help information page](#)

Our early help offer would start with a conversation with your class teacher. It may be that we refer you to our SENDCo further conversations and then may involve our wellbeing lead or the Head of School. The initial conversation will inform us upon which is the best route for your family or child.

We offer:

Cleeve Prior Primary School Early Help Offer	
Special educational Needs and Disabilities	Mrs R Wilks is our SENDCo



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<p><u>Coordinator.</u></p> <p><u>Mrs R Wilks</u></p>	<p>Her role is to:</p> <ul style="list-style-type: none"> • Have day-to-day responsibility for the operation of this SEND policy and the co-ordination of specific provision made to support individual pupils with SEND, including those who have EHC plans • Provide professional guidance to colleagues and work with staff, parents, and other agencies to ensure that pupils with SEND receive appropriate support and high quality teaching • Advise on the graduated approach to providing SEND support • Be the point of contact for external agencies, especially the local authority and its support services • Liaise with potential next providers of education to ensure pupils and their parents are informed about options and a smooth transition is planned • Ensure the school keeps the records of all pupils with SEND up to date <p>rwilks@cleeveprior.worcs.sch.uk</p>
<p><u>Wellbeing Lead</u></p> <p><u>Mrs S Laughlin</u></p>	<p>We aim to promote positive emotional health and wellbeing so pupils can better understand and express their feelings and to build their confidence and emotional resilience to increase their capacity to learn.</p> <p>sw437@cleeveprior.worcs.sch.uk</p>
<p><u>Play Therapist</u></p> <p><u>Pete English</u></p>	<p>Mr P English (MBACP) is our school family support therapist.</p>
<p><u>School Speech and Language</u></p>	<p>Mrs Gwilliam leads S & L works with children who require support for Speech and Language. We also offer speech therapy for children who are on the NHS caseload for Speech and Language therapy.</p>
<p><u>Behaviour Support</u></p>	<p>On the rare occasions that we need behaviour support Mrs Laughlin, alongside Mrs R Wilks (and the children and parents) coordinate the school Behaviour Support. We work in collaboration with Perryfields Primary PRU to support and offer guidance on the provision for children with challenging behaviours. The school offers interventions and good practices for children with social and emotional and behaviours</p>



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	associated with these needs.
School Nurse	We work closely with our school nurse who is able to provide advice and guidance to parents on a variety of health and wellbeing issues. She visits school regularly to meet with the DSL and meets with parents, carers and children as and when required.
Attendance - Education Welfare Officer- Mr Croke	The Education Welfare Officer, Mr Croke, carefully monitors every child whose attendance is below 90% and support is offered to families wherever possible. His work includes letters of concern to alert parents to falling attendance, and formal attendance meetings if required. Our school also operates a first day calling system if a child's absence is unexplained. head@cleeveprior.worcs.sch.uk
Trained Mental Health First Aiders (MHFA)	We have key staff – Mr Croke who has received the Mental Health First Aid training, who are able to support staff to spot signs and symptoms of common mental health issues, provide non-judgmental support and reassurance, and guide the child or adult to seek professional support they may need to recover.
PSHE Curriculum and Philosophy 4 Education (P4C)	Our school delivers comprehensive Personal, Social, Health Education (PSHE) through HeartSmart and My Happy Mind. KS2 children participate in the P4C Programme. We use the 2020 guidance for Relationships and Health Education (RHE) programmes. These further support the children's understanding of how to keep themselves safe. It also broadens their understanding of strategies to develop their resilience, their awareness of their mental health and understanding and forming healthy relationships.
Online safety	Each year group is taught how to use computers, iPads and the internet safely throughout the year, our computing curriculum NCCE Teach Computing and Project Evolve (E-safety) This supports both children and parents in developing a greater awareness of the dangers they face online each day, as well as offering strategies to keep themselves safe. Our online safety lead is Mrs Laughlin. We host annual presentations for parents on online safety.

We also liaise with other agencies and people within the local community. In the table below are some national organisations that can support children, young people and their families:



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The Family Front Door to Children's Services	If a member of staff, parent/carer or member of the public thinks a child or young person is at immediate risk of significant harm they should contact the Family Front Door (FFD) – 01905 822 666 or in an emergency always call 999
WSCB (Worcestershire Safeguarding Children Partnership) website.	http://www.safeguardingworcestershire.org.uk Important information for parents and professionals across Worcestershire in relation to keeping children safe and avenues of support including early help options. Everyone should know how to access the website that has all of the agreed Worcestershire safeguarding and child protection processes on it.
Get safe	Keeping children and young people safe from criminal exploitation: Get Safe - keeping children and young people safe from criminal exploitation Worcestershire County Council Useful Websites: Criminal exploitation and gangs NSPCC
NSPCC	NSPCC provides support and advice for families on how to keep children safe from abuse, bullying or neglect. They also have information on how to keep children safe online. NSPCC The UK children's charity NSPCC
Support in schools for Special Educational Needs and Disabilities	There are four core teams that form the SEND Support Service <ul style="list-style-type: none"> • The Educational Psychology Service (EPS): Delivers statutory and psychological services for children and young people aged 0 to 25, within a range of educational and community settings such as pre-schools, schools, colleges, children's homes and children's centres. • The Autism and Complex Communication Needs Team: Qualified specialist teachers and specialist practitioners with experience of supporting the needs of children and young people on the autism spectrum or who have complex communication needs from early years to higher education. The team also supports the Umbrella Pathway as part of the autism diagnostic process. • The Learning Support Team: Provides support to meet the needs and assess pupils with Specific Learning Difficulties (SPLD) and those struggling to engage or unmotivated to learn. The team is available to help schools and settings enhance their capacity to meet the needs of children and young people with a range of learning needs through specialist advice, interventions, assessment and training. The team also provides support for learners with English as an additional language. • The Sensory Team: Provide support for Multi-Sensory Impairments, Visual Impairments and Hearing Impairments for sensory impaired babies, children and young people (0 to 19 years) their families and carers. The team provides support that is offered



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	from the point of diagnosis throughout the early years and at pre-school level, through to further and higher education and where post school provision is made by Worcestershire Access and Inclusion Service.
SENDIASS - Special Educational Needs and Disabilities Information, Advice and Support Service	<p>SENDIASS is available to any parent and/or carer who has a child with a special educational need or disability. The service also supports children and young people with a special educational need or disability.</p> <p>What do they deliver? SENDIASS delivers free, impartial, confidential and accessible information, advice and support to parents and carers of children with a special educational need or disability and young people themselves between the ages of 0-25.</p> <p>Email: sendiass@worcestershire.gov.uk</p> <p>Information is available online at www.hwsendiass.co.uk and on their social media platforms: www.facebook.com/hwsendiass www.twitter.com/hwsendiass</p>
Children with disabilities / SEND	<p>CWD Team - Social care support for children with disabilities Social care support for children with disabilities Worcestershire County Council</p> <p>The children with disabilities social care team provide services specifically to the needs of children and young people with complex disabilities and their families.</p> <p>Advice and support directly for children and families with SEND - Support A-Z Information - SENDIASS Worcestershire and Herefordshire (sendiasshw.co.uk)</p> <p>SEND Local Offer SEND Local Offer Worcestershire County Council or localoffer@worcschildrenfirst.org.uk</p> <p>Worcestershire's SEND Local Offer provides information about the different provisions available to families across education, health and social care for children with special educational needs and / or disability.</p> <p>Useful support groups / services:</p> <ul style="list-style-type: none"> • autismlinks • Autism West Midlands • Autism in Worcestershire • Disability Information Advice Line (DIAL) Worcestershire



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	<ul style="list-style-type: none"> Dyslexia Parent Support Group - Worcestershire Dyslexic Support Group <p>Learning Disabilities (opens in a new window)</p>
Universal source of help for all families in Worcestershire: Worcestershire Family Information Service (FIS)	<p>Worcestershire 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.</p> <p>www.worcestershire.gov.uk/info/20507/childcare/1579/family_information_service</p>
Reach 4 Wellbeing	<p>Emotional Wellbeing and Mental Health Services for Children and Young People.</p> <p>The Reach 4 Wellbeing team aims to promote positive wellbeing, reaching children and young people in their communities to reduce the stigma of mental health. They provide short-term group programmes for children and young people aged 5-18 experiencing mild to moderate anxiety and low mood, using cognitive behaviour therapy based principles. Reach 4 Wellbeing is a self-referral service.</p> <p>Referrals to Reach4Wellbeing can be made by families or professionals by completing an online referral form available on the website:</p> <p>www.hacw.nhs.uk/reach4wellbeing</p>
E-safety (Online Safety)	<p>Online Activity (phones, computers) 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 great benefits but we must all be vigilant. PACE (parents against child exploitation) UK is a useful website to engage parents with safety issues.</p> <p>www.paceuk.info/</p>



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	<p>https://www.thinkuknow.co.uk/parents/</p> <p>This is the Child Exploitation and Online Protection (CEOP) Centre. It's a one stop shop for most information about online safety.</p> <p>www.thinkuknow.co.uk/teachers (excellent resources)</p> <p>http://educateagainsthate.com/</p> <p>This is the government website to help parents and professionals understand the risks of children and young people being radicalised by extremists online and how to keep children safe from this.</p>
	<p>We have some useful self-help guides/leaflets available for you to access online. The guides are available for you to read online. The self-help guides can be accessed by typing the below link into your URL and selecting 'Self Help Guides':</p> <p>www.hacw.nhs.uk/a-to-z/letter-s/</p> <p>Staying Safe http://stayingsafe.net/</p> <p>SANE 0845 767 800 Email: sanemail@org.uk www.sane.org.uk</p> <p>Samaritans 116 123 (24 hour helpline) www.samaritans.org.uk</p> <p>Rethink Mental Illness 0300 5000 927 www.rethink.org</p> <p>Mental Health Foundation www.mentalhealth.org.uk</p> <p>MIND 0300 123 3393 or text 86463 www.mind.org.uk</p> <p>Anxiety UK 08444 775 774 www.anxietyuk.org.uk</p>
Now We're Talking for Health Minds	<p>Website with a wealth of resources for the promotion of healthy minds</p> <p>https://www.healthyminds.whct.nhs.uk/</p>
Starting Well Partnership	<p>The service will enhance the support available to children, young people and families across the county, providing help during antenatal, post birth, the early years' stages, and throughout school life and will be delivered across health building, community venues, including schools and Family Hubs (previously known as Children's Centres) in each of our local districts. The partnership will offer family and parenting groups supporting all aspects of physical and</p>



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	<p>mental wellbeing for children, young people and their families.</p> <p>Starting Well website www.startingwellworcs.nhs.uk</p>
Families First	<p>The Families First campaign aims to bring together professionals and community organisations to design a response that will reduce the distress experienced by these children and their families. Through support and guidance for the whole family, Families First workers can help families cope with the demands of having a partner or parent in prison. Examples of support may include:</p> <ul style="list-style-type: none"> • Advice and information • 1-1 support for children Support groups • Signposting to other relevant services • Finance and benefits information <p>To request a referral form please email familiesfirst@yss.org.uk</p>
Prevent – Extremism and Radicalisation	<p>Children at risk of being tricked, forced or made to work in the criminal world - Our aims Prevention of extremism and radicalisation Worcestershire County Council</p> <p>Educate against the hate: Educate Against Hate - Prevent Radicalisation & Extremism</p> <p>Lets Talk About It - Working Together To Prevent Terrorism (Itai.info)</p> <p>www.preventtragedies.co.uk</p>
Domestic violence	<p>Information for children and families who may be experiencing domestic abuse:</p> <p>If you find yourself in a situation where you are unsafe at home, due to domestic abuse and violence, or know someone who is, there is help available.</p> <p>The West Mercia Women's Aid Helpline on 0800 980 3331 is available 24 hours a day and connects you to a trained worker who can offer you support, safety planning, information, and advice.</p> <p>Men's Advice Line on 0808 801 0327 (Monday to Friday 9.00am to 5.00pm) www.mensadvice.org.uk.</p> <p>If you find yourself or someone you know in an emergency always dial 999 and ask for police.</p> <p>If you are not safe to speak - call 999 and then press 55. Guidance on the silent calls ("Silent solution"): Silent solution guide</p>



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	<p><u>(Independent Office for Police Conduct website, opens in a new window).</u></p> <p>Useful support links:</p> <p><u>Domestic Abuse and Sexual Violence Worcestershire County Council</u></p> <p><u>Our Services West Mercia Women's Aid (westmerciawomensaid.org)</u> – West Mercia Women’s Aid (WMWA) provides emotional and practical services for those whose lives have been affected by domestic abuse</p> <p>WMWA works to ensure that victims are safe, have information and choice in how they can live their lives, and feel supported in their recovery from abuse.</p> <p><u>Dawn Project Worcester Worcester Community Trust</u></p> <p><u>A free and non-confidential network for victims of domestic abuse to make informed choices and decisions towards change.</u></p>
Female genital mutilation (FGM)	<p>Female Genital Mutilation (FGM) is when a female’s genitals are removed with no medical reasoning.</p> <p>Any concerns or suspicion of FGM should be referred to the Police and social care.</p> <p>Read http://www.nhs.uk/Conditions/female-genitalmutilation for NHS information and signs of FGM.</p> <p><u>Honour based violence and female genital mutilation Types of criminal exploitation Worcestershire County Council</u></p>
Honour based violence	<p>Honour based violence (HBV) can affect men and women across a number of cultures and communities and is defined as a crime or incident committed to protect or defend the honour of the family.</p>
Forced Marriage	<ul style="list-style-type: none"> - Karma Nirvana UK helpline: 08005 999247 Monday to Friday or Info@karmanirvana.org.uk - Honour network survivors helpline: 0800 5999247 or online help for mixed couples whose relationships are opposed by family or community. - Refuge Halo Project: Refuge (opens in a new window) - Safe lives- rea@safelives.org.uk - Freedom Charity www.freedomcharity.org.uk <p><u>Forced Marriage Forced Marriage Worcestershire County Council</u></p> <p>UK Forced Marriage Unit fmu@fco.gov.uk or 020 7008 0151</p> <p><u>https://www.gov.uk/forcedmarriage</u></p>



Gender Identity / LGBT	<p>The Gender Trust www.gendertrust.org.uk</p> <p>The Gender Trust provide a range of information regarding gender concepts, dysphoria, reassignment discrimination and transgender laws for individuals who are affected by gender identity issues.</p> <p>Useful links:</p> <p>Community (worcestershirepride.org)</p> <p>Welcome To Gay Worcester</p>
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[This list of resources accessible is not exhaustive. There are other resources and professionals available that support families.](#)

[If you feel you need support at any time please contact](#)

[Mrs Laughlin, Head of School](#)

sw437@cleeveprior.worcs.sch.uk

or

[Mr Croke, Executive Headteacher.](#)

Head@cleeveprior.worcs.sch.uk

or

Call the school on 01789 772276