



Buxton Nursery

Early Help Offer February 2021

Using the DCSB threshold document Buxton Nursery will identify children and their families who would benefit from early help support.

- We have daily contact, with children and their family, we have an open door policy and parents bring their children into the building each day at drop off and collection times. During Covid-19 drop off is taking place more remotely at the gate but there is still the opportunity for a staff member to meet and greet children and their families.
- A Designated Safeguarding Lead (DSL) is available every-day. Laura Bowers fulfil the role as DSL with Deborah Porter as the Deputy. Alison Gates, Joanne Ashmore and Rachel Taylor are also trained. Contact can always be made with LB or DP should they be working off premises.
- We encourage open lines of communications with our families and they are able to make contact and reach out by email or Family message at any time (these channels are regularly monitored). The importance of this has been shared more regularly during the Covid-19 pandemic.
- The nursery office and Snug area can be used as a designated space for parents and carers to meet with us, this is a private and safe space. During Covid-19 we are restricting access to the building to help keep everyone safe. The snug can be accessed via the playground and so is the preferred meeting area – meetings just need to be booked around the rota for the use of the room.
 - Home visits can be made available where necessary and appropriate.
- Parents and Carers are given the opportunity twice yearly to join Buxton Infant Schools 'Sollihul Understanding your Child's behaviour' course.
- Early concerns regarding children or families are shared in team meetings. Strategies for support or interventions are discussed and implemented. During Covid-19 the frequency of staff meetings has reduced due to space and the bubble restrictions. All staff are encouraged to share any concerns immediately with their room supervisor or LB DSL.
- A chronology of events impacting on a child's life will be maintained securely on site. There is a locked filing cabinet in each room with files for conversation records and pre-existing files. Any additional safeguarding files are stored securely within the nursery office.
- Children's attendance is monitored daily. If a child has not arrived by their expected time, staff will check the phone and office for messages and make contact with the family if it appears they are absent without a reason. This should be done within an hour of the child's expected arrival time. Any absences and the reasons for them should be recorded in the diary.

- Records will be made and stored safely as required. These will have a section for any relevant action to be taken to be documented. At times there may be no action required. It is important that all staff work together and understand what actions they may have responsibility for.
 - All staff will complete annual Children Protection training.
 - All DSL's will ensure their training is up to date.
 - Buxton Nursery will liaise and work closely with outside professionals as required.
- Buxton Nursery encourages partnership working with local settings and has formed a cluster group. This allows us to share practice, provide a form of supervision and establish a common threshold and way of working. *This has not been able to take place during the Covid-19 pandemic but we have continued to work closely with one other setting and make regular contact.*
 - Buxton Nursery will work closely with settings and schools children are transitioning to.

Should we feel it necessary to undertake an assessment of the need for early help we will;

- Meet with parent if concerns are identified.
- Signpost to other agencies for support if necessary.
- Meet with families regularly and ensure relevant actions are implemented and recorded (e.g. referrals to outside agencies, Team around the family meetings) whilst early help is required.
- Any actions will be completed in a timely manner.

Our early help offer will be reviewed in September 2021 alongside our Safeguarding policy.