

## **Newham Elective Home Education**

### **Safeguarding Procedures for Children**

All home educated children known to Newham local authority (LA) are recorded on the Elective Home Education (EHE) register. There is no obligation by law for parent/carer's to notify their local authority of their decision to home educate.

It is also understood that there is 'no obligation for parents to give the local authority access to their home and parents may choose to meet the LA officer at home or at a neutral location' (Safeguarding Children in Education, DfES 2004) and that 'it is not necessary for the LA officer to see the child on these visits'.

However as the local authorities have a duty under section 175 (1) of the Education Act 2002 to safeguard and promote the welfare of children, Newham will intervene if they have reason to believe that parents are not providing a suitable education or, that there are child protection concerns. (2.12-2.15 Elective Home Education Guidelines for Local Authorities, DCSF 2007)

#### **Schools**

In Newham, schools must notify the EHE team as soon as they are notified of a child receiving education otherwise than at school. (3.8 Elective Home Education Guidelines for Local Authorities, DCSF 2007)

Schools must send the following to the EHE team:

- Copies of any written communication to this effect between parent/carer and school
- Child's full name, gender, date of birth, home address
- Parent/carer name, and telephone contact
- Reason for decision to home educate if known
- SEN information including copy of any statement of special educational needs
- Any information regarding child protection or social care concerns.

On receipt of this information the EHE team will write and arrange to visit the family within 20 working days. Where there are child protection concerns a visit is arranged within 10 working days. Should the child have attended school, Newham ask that the school keep the child on roll for 20 days under code B (off site) until the EHE team notify the school of the outcome of the visit.

Schools are under no obligation to keep a child on roll, following a letter to deregister from the parent/carer, as this not a legal requirement. However, in Newham, due to regional and national child protection incidents, we advise that the school keep the child on roll for 20 days within which time an initial visit will be made by the EHE team.

The decision to keep the child on roll for 20 days is at the school's discretion. (London Borough of Newham CYPs Attendance Guidance September 2011)

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If a child has been taken off roll before the 20 days and the EHE team are unable to make contact with the child/family, the child is referred to the Children Missing in Education officer.

If after making contact with the family there are child protection concerns, the child is referred to Social Care.

If after making contact with the family there are no child protection concerns but the education provision is deemed inadequate the EHE team will follow procedures of issuing a notice to satisfy (see Newham Elective Home Education policy).

Following the initial visit, a home educated child is revisited at these intervals: six weeks, three months, six months and then annually. If there are any concerns regarding the educational provision the visits will be made more frequently at three and six week intervals or at the EHE team's discretion. If child protection concerns arise the EHE team will refer the family to the relevant agencies e.g. Social Care and Early Intervention Team.

## **Parents/Carers**

Should a home visit be refused by the parents/carers, the option of meeting in an alternative venue is given, for example, at a local community centre or a venue of their choice. According to the Elective Home Education Guidelines for Local Authorities although discouraged, some parents/carers choose not to meet with the EHE team. (3.4 Elective Home Education Guidelines for Local Authorities, DCSF 2007.) In such circumstances the parents/carers are given the option of providing a written report or samples of work in a range of formats e.g. electronically, written, audio or photographic. If evidence of learning is not received within fifteen days, a reminder letter is sent to the parents/carer requesting evidence of learning within seven days of the date of the letter. Where there is still no evidence given, the case is considered to be a safeguarding issue and the relevant agencies contacted.

Where home educated children are being taught by other adults or in educational settings other than the home, it is the parent/carer's responsibility to ensure that appropriate references including Criminal Record Bureau (CRB) checks are carried out. Newham are unable to assist in this area.