



Family Liaison



Hello! My name is Sally Layton and I am the Family liaison Lead at Riversides. I have been working in school for over 15 years and a mum of 3 so understand how difficult and challenges life can be at times.

My role in school is to provide support, advice and information to the families within our school community. I can help you with any worries you may have about your child's education and wellbeing. I am also here as someone to talk to if you need support yourself.

I can meet you at home or in school at a time that suits you. Advice and support that I offer is confidential, although concerns relating to the safeguarding of children will always be dealt with in accordance with school's Safeguarding and Child Protection Policy. I may not have all the answers, but I will help you to work out how to find them.

Support for families includes:

- Providing information and signposting to other services in your local area
- Liaising with external services such as housing and social care
- Attendance and support at school and other agency meetings
- Help to complete paperwork and forms e.g. housing, school letters and benefits.
- Advice and support to promote good attendance

Guidance with access to training and parent workshops in school.

I am available Monday to Friday 8.30 am to 4.30pm.

My email address is slayton@advancetrust.org or you can phone school on 01905 21261.

I look forward to working with you

These are regular meeting enable is to identify pupils and families that would benefit from early help and allow us to support families access the services in our school, or signpost to outside agencies where additional support would be more beneficial.

The designated Safeguarding Lead ensures rigorous and robust systems are in place within the school to ensure the safety of all our children.



Level	Level of support	
1	No support needed	No additional support is required. This family needs are met through school, GP, Health Visitor, Housing.
2	Teachers and Teaching assistants Inclusion Support	Build relationships with pupils and families and record any changes or support needed. Offer support within the classroom or 1-1 Keep in regular contact with parents or carers through phone calls, messages or emails At team of staff who are called upon at any time to support children within class setting or 1-1, small groups
3	Family Liaison	To support families, children and teaching staff to offer support, advice, provide links to websites and support groups. To complete Families and Young People Early Help Assessment and Plan.
4	SENCO Children's social services Support	Refer to Schools SENCO for further support when required. To make referrals to outside agencies and support children and families.