

# Chailey Heritage School



# Chailey Heritage Clinical Services



## **Jewell Trust Family Liaison Worker Information for Parents and Carers**

The **Jewell Trust Family Liaison Worker** is employed to support parents and carers at Chailey Heritage School and Chailey Heritage Clinical Services. The post is generously funded by a bequest – the Jewell Trust.

The Family Liaison Worker provides support to parents of children with special educational needs who are joining Chailey Heritage School, and who attend Chailey Heritage Pre-school and Primary Department. The Family Liaison worker may also be able to give support to parents of older children in the school at key points in their school life.

## **What can the Family Liaison Worker help parents and carers with?**

The support that each individual family needs varies and can change over time. The Family Liaison Worker provides them with help from a professional not directly involved in their child's care. Examples of support may include to:

- Support families in the process of gaining a place at the school, providing information, giving advice, and attending school assessments with them.
- Help families liaise with the many professionals at Chailey Heritage their child is involved with, and help in resolving any issues.
- Assist with understanding reports and forms and in writing parents' views down for reviews or meetings.
- Help prepare for and attend meetings with parents such as health reviews annual reviews and multi-disciplinary reviews, as well as following up any queries afterwards.

- Offer advice and support during the annual review process.
- Provide ongoing emotional support for parents, and be someone to talk to during difficult times.
- Aid families in contacting and getting help from other external agencies such as education and social services.
- Inform families about other services or resources that may be of help.

The Family Liaison Worker is also involved in organising regular coffee mornings, social events and training for parents of pre-school and primary children.



Denise Howard, Family Liaison Worker

## **How do parents access this support?**

Parents with children in the pre-school and primary department have open access to the Family Liaison Worker who can meet with them at Chailey Heritage, or in their own homes. Support for parents of older children in the school can be arranged at key times. The service is available term time only and is part time (2.5 days per week).

## **Contact details:**

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