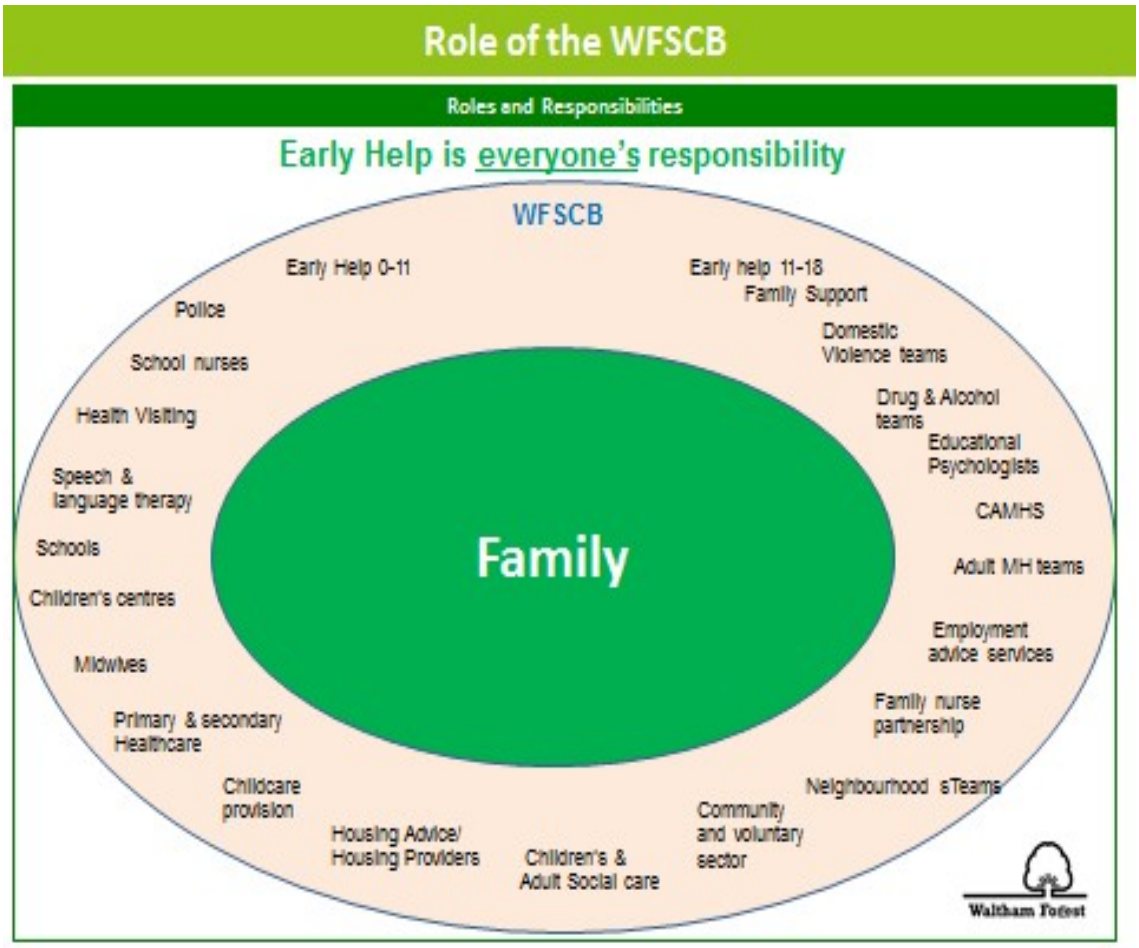
WALTHAMSTOW MONTESSORI SCHOOL

Early Help Policy

Early Help

Early Help is everyone's business and practitioners working in universal and targeted services need to be aware of their role in delivering Early Help so that Children and Families receive the right help, at the right time, by the right people, for the right reasons, where they can access it best.



Practitioners need to assess need using the Early Help Assessment Form and ensure that assessed need is recorded. Assessments carried out with the family provide a better analysis and Plans can be developed with families to help them achieve better outcomes.

Practitioners need to use the process of assessment as a way of engaging with other practitioners who may already be working with the child and their family, or to bring on board new practitioners who would be able to provide support and advice to the family. This work should be coordinated via team around the child/family meetings, chaired by the lead professional.

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Practitioners can assess further advice and information from the website https://thehub-beta.walthamforest.gov.uk/earlyhelp#resources where a copy of the Early Help Assessment Form can be found. All the information for Early Help is on The Hub and on the website.

Assessed need is recorded on the actual Early Help Assessment and will be stored centrally by the Early Help Service when submitted to the inbox: EarlyHelp@walthamforest.gov.uk

The Early Help Co-ordinators will assist you with your EHA and convening initial Team around the Family Meetings (TAFs) where a case is complex. In most cases, this will allow for the co-ordination of all appropriate services with an identified Lead Professional for the family.

If you are uncertain who your Early Help Co-ordinator is, please send an email to the above address and someone from the team will be in-touch.

It is recognised that for some families to "receive the right help at the right time", additional support may be needed from the LA's Early Help service or from Children's Social Care before an Early Help Assessment has been concluded by using the single request for help and support or protection. The request for Help, Support and Protection form also acts as the first part one of the Early Help Assessment and dovetails with it so that the assessment can be continued by the setting's practitioner if appropriate, in the future.

There will be varying degrees of consent in some cases i.e. consent to do the EHA but only shared with certain people. Consent should always be discussed with parents and their wishes respected. Communication and engagement with parents is critical to informed consent. It is hoped in the majority of cases parents will see the EHA as something supportive and helpful.

Contact Early Help Duty Team

Early Help Duty Team
London Borough of Waltham Forest
Tel: 020 8496 1517 (Early Help duty line)
Email: EarlyHelp@walthamforest.gov.uk

Twitter: @wfcouncil
Website: www.walthamforest.gov.uk

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Mob: Tel: 020 8496 3000 (Out of Hours)
Fax: 020 8496 2313
Email: MASHrequests@walthamforest.gov.uk

Waltham Forest Multi Agency Safeguarding Hub

221 Hoe Street,
Walthamstow
London
E17 9PH
Phone: 020 8496 2310 (Mon-Thurs, 9am-5.15pm and Fri, 9am-5pm)
Mob: 020 8496 3000 (out of hours)
Txt:
Fax: 020 8496 2313
Email: MASHrequests@walthamforest.gov.uk

Date Last Reviewed: 1st September 2026

Date to be Reviewed: 1st September 2027