



**Shared
Health
Foundation.**



Work with local Education and Health colleagues to receive a list of schools and GP Practices across the area of the local authority.



Using the guidance that was developed for schools and GPs – send an email to each of the named contacts advising them of the incoming notification process and include the guidance documents for reference.



When a family presents as homeless to the local authority, ask for their consent for the authority to contact their school and/or GP Practice to notify them that they are being placed in emergency or temporary accommodation.



Set up a task within the local authority's Homeless Recording System which records if the family have given consent to the authority contacting the school and/or GP Practice.



If the family does consent – a brief email notification template is sent to the school and/or GP Practice to advise them of the family's new housing situation on the day that they are placed into emergency or temporary accommodation.