



## Pupil Collection, Drop Off and Walking Home Policy

All children must be collected from school by a responsible adult, unless your child is in Year 5 or 6 and you have completed a form for him/her to leave school unaccompanied.

All children from Nursery to Year Two inclusive must be dropped off/collected by an **agreed** adult. Parents of children in these year groups must notify the teacher if there will be a change to who is collecting your child on a certain day.

Young children often find the day very tiring when they start full time school, so please be prompt when collecting them to avoid the anxiety of being “the last one” to be collected. Children will be dismissed safely and handed over only to parents/carers who have been recognised by the child and class teacher.

### Walking Home Unaccompanied

We understand that developing independence in preparation for secondary school is important for our older children so agree that children in Years 5 and 6 may be given written permission to walk home/walk to school unaccompanied. Please note that permission will only be given if we have received a completed form from a parent/guardian and only for pupils in Years 5 and 6 (see Appendix 1). We do not permit pupils to collect younger siblings in the years below to walk home unaccompanied.

There are a few things we would like to advise you to discuss with your child to prepare them for walking home alone:

- Sticking to well-lit areas
- Not deviating from the agreed route/destination
- Not talking to strangers
- Wearing bright/reflective clothing
- Knowing what to do if they need help or feel in danger

Arrangements for pupils to walk home alone from after school clubs must be arranged directly with the after school club provider in accordance with this policy (Years 5 and 6 pupils only).

### School Security and safety

Please take the time to **shut** the security gates on St Peter's Road every time you enter or leave the school for the safety of our children. Although we encourage travelling to school on bikes and scooters, for their own safety please do not let children ride them in the playground.

We also request that if you have to drive to school please leave enough time to park legally. **Parents/carers must not park on the corners of Brambledean Road, on the zig-zag lines outside the school, on the white lines demarcating our neighbours' driveways or double-park beside parked cars.** These measures are for your children's safety.

September 2017

**Years 5 & 6 Permission Form: Children Walking Home Alone**

Dear Parent/Carers

I would like to ensure that all parents of Year 5 and Year 6 children who walk home unaccompanied, have completed the written permission slip below. Apologies if you have already provided us with this information in letter form, but in order to ensure our records are up to date, and accurate, I would be very grateful if you would also complete this form.

We currently have been notified of a variety of situations for permission for children to walk home but do need to streamline this for teachers or it becomes very complicated at the end of the school day. Therefore, we are asking parents to sign the form below if they are giving permission for their child to leave school unaccompanied at the end of the school day and ensure their child is aware of which days they do not have someone collecting them.

We do not permit pupils to collect younger siblings in the years below to walk home unaccompanied.

There are a few things we would like to advise you to discuss with your child to prepare them for walking home alone:

- Sticking to well-lit areas
- Not deviating from the agreed route/destination
- Not talking to strangers
- Wearing bright/reflective clothing
- Knowing what to do if they need help or feel in danger

Arrangements for pupils to walk home alone from after school clubs must be arranged directly with the after school club provider in accordance with this policy (Years 5 and 6 pupils only).

Many thanks for your co-operation.

**Mrs Lawrie**  
**Headteacher**

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**YEARS 5 & 6 PERMISSION: WALKING HOME UNACCOMPANIED**

Child's Name: ..... Year Group: .....

I give my child permission to walk home unaccompanied at the end of the school day when I have agreed this with my child. I have discussed the above safety issues with my child.

Signed: ..... Relationship to Child: .....

Date:.....

