



St Cecilia's
CHURCH OF ENGLAND PRIMARY SCHOOL

'Therefore encourage one another, and build each other up.'

Safeguarding Pupils Walking to and from School Independently Policy

Date:	September 2022
Review:	September 2024



POLICY ON SAFEGUARDING PUPILS WALKING TO AND FROM SCHOOL INDEPENDENTLY

Definitions

For the purposes of this Policy and procedures a child, young person, pupil or student is referred to as a 'child' or a 'pupil' and they are normally under 18 years of age.

Wherever the term 'parent' is used this includes any person with parental authority over the child concerned e.g. carers, legal guardians etc.

Introduction

In order to safeguard our pupils at St. Cecilia's Church of England Primary School it is essential that the school ensures all children arrive at and leave school at the end of the day with a safe adult. We appreciate that for many families, arrangements need to be flexible and it may be that a few people care for the child after school. Sometimes there will be 'one-off' arrangements. For this reason, we have set out clear procedures which all staff and parents/carers must adhere to.

General Collection Arrangements

- Children are to be collected at the end of the school day from their child's class teacher or the teacher supervising the class at the time.
- Children must inform their teacher when their agreed adult has arrived.
- Children are not to be released from school with someone if they are showing signs of distress or anxiety.
- Children are not to be released if the teacher feels that the parent is not in a fit state to ensure their child's safety. This will be immediately reported to the Designated Safeguarding Lead in school.
- In an emergency/ unplanned situation two members of staff may take a child home to their parent or legal guardian. In this case the Designated Safeguarding Lead will be informed first.

Non-Parents Collecting Your Child

Parents must have provided clear verbal or written permission to the class teacher for children to be released to an adult who is not the parents or carers of the child. This permission must be given with a description of the person collecting (if not already known to the school). Where possible, this person will be introduced to the class teacher in advance of the first collection.

- If any member of staff is unsure of the adult's identity, they may ask to see identification.
- If, after checking identification, there is any uncertainty about the person collecting, the member of staff should take the child to the school office and contact the parents by telephone to seek further guidance/advice and inform a member of the Senior Leadership Team.
- If the parents/carers are not contactable then the member of staff should refer to the procedures for children uncollected from school.
 - Children will only be released from school to young people over the age of 16 years, including older siblings, when the teacher is satisfied that it is safe and reasonable to do so.

Children Travelling Home Independently

“There is no law prohibiting children from being out on their own at any age. It is a matter of judgement for parents to decide when children can play out on their own, walk to the shops or school”. (Is it legal? A parent’s guide to the law by the Family and Parenting Institute -June 2011).

The NSPCC advise the following:

- **Children under 8 should not be outdoors for a considerable length of time unaccompanied**
- **Children under the age of 12 should not be home alone for more than a very short period of time**

Only children in Years 5 and 6 are allowed to walk to school or to home provided parental consent has been given in writing. The school keeps a register of children who have permission to travel to and from school independently which is shared with the child’s class teacher. Children must notify the class teacher when leaving school. The children will always be encouraged to walk home together in pairs.

In an extenuating circumstances or if an alternative method of transport (e.g. buses/ taxis) are required for children in Year 6 to travel home in independently, then a request must be made in writing to the Headteacher. If approved a signed parental consent form will be kept on record.

If a child should not arrive home at the expected time the parent/carer is expected to notify the school immediately.

These permissions only apply to children leaving school at the end of the school day: any child leaving school early (e.g. for medical reasons) or leaving school later than normal home time (e.g. PTFA event) must be collected by a responsible adult.

Links to other policy documents

See also:

- Health and Safety Policy
- Safeguarding Policy

Monitoring and Review

A copy of this guidance is available to all staff and parents and is published on the school website. Parents will be made aware of this policy when their child is admitted to this school.

APPENDIX 1



PERMISSION FOR PUPILS TO WALK TO AND FROM SCHOOL UNACCOMPANIED
(Year 5 and 6 only)

The person with parental responsibility must complete and return this reply slip to school before the school will release your child unaccompanied.

Name of child:

Year:

I wish to inform you that my child will be walking to/from school unaccompanied on the following days (please tick as appropriate):

Monday

Tuesday

Wednesday

Thursday

Friday

I will notify you immediately should this arrangement change.

I have read and understood the guidelines, systems and reasonable precautions set out in 'policy on safeguarding pupils walking to and from school alone'.

Signed _____

Date: (d/m/y) _____

Print Name _____

APPENDIX 2



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FAO MR THOMAS

I am writing to request that my child _____ is permitted to travel home independently from school using the following mode of transport:

I can provide the following details of the journey e.g.

- Expected time of arrival
- Bus/ taxi company name/ number
- Named person on board if applicable
- Route to be taken

The exceptional circumstances for this request are as follows:

I appreciate that the outcome of this request is the decision of the Headteacher and will contact Mr Thomas should I wish to discuss the matter further.

Yours Sincerely

Parent/ Guardian