



HOMEFIELD PREPARATORY SCHOOL

Collection and Walking To and From School Policy 2023

This policy also applies to the EYFS

Updated	Review Date	Version
September 2023	September 2026	2023.01

Signed: Ms M Gardiner Boiling (Chair of Governors)

Policy on Safeguarding Pupils: Collection and Walking to and from School Policy

General Overview

This document is intended to give informative advice at collection times from Homefield Preparatory School. The protocol is also intended to ensure that everyone knows the procedures and pupil's safety is guaranteed.

Policy on Safeguarding Pupils Collection and Walking to and from school on their own

There are no laws around age or distance of walking to school. A Families' Guide to the Law states: "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." Parents are legally obliged to ensure their children get to school and attend regularly, but this does not disallow independent travel.

However, as a school we are responsible for the welfare of our pupils and therefore must consider what we believe is good practice in ensuring the safety of our pupils. We also have an obligation to alert relevant authorities should we believe a child's welfare is at risk.

Our agreed school policy is that no pupil in Reception or Years 1-5 should walk to or from school on their own or be left on their own on the school premises **either before or after school**.

In addition, we will only hand over pupils to **named adults** or **named older siblings** provided they are 14 years old or above.

Pupils will not be handed over to other adults unless the school has been informed by the parent that they have made this arrangement. We also ask that you keep us informed of any changes in arrangements, preferably by email to enquiries@homefieldprep.school.

In the event a child is not collected at the designated time, the pupil will be kept in school and parents contacted. A late collection document will be signed by the parent and SMT member on duty, and you may receive a late collection charge.

End of Day

3.45pm	Lower School (Reception)	Door to be opened and supervised by Lower School (Reception) staff.
3.55pm		Doors closed by Lower School (Reception) staff. Any parent arriving after 3.55pm is to collect their child via the Main Entrance.

3.45pm	Years 1 and 2	Side gate opened by Estates team. Boys to be collected from the MUGA/undercroft.
3.55pm		Gates closed by Estates team. Any parent arriving after 3.55pm is to collect their child via the Main Entrance.
4.00pm	Upper School (Years 3 – 8)	Side gate opened for supervised collection by parents. Boys to be collected direct from tutors in the playground/undercroft.
4.10pm		Gates closed by Site team. Any parent arriving after 4.10pm is to collect their child via the Main Entrance.

After School Clubs

4.45 – 5.00pm	Clubs	Boys to be collected direct from club organisers in the playground/undercroft.
3.45 – 6.00pm	Orchard Childcare	Parents collecting from Orchard Childcare should do so via the Lower School (Reception) door.

Pupils in Year 6 and above: There is no set age when children are ready to walk to school or home on their own. It very much depends upon their maturity and confidence. Therefore, as regards pupils in Year 6 and above, we believe that you as parents need to decide whether your child is ready for this responsibility. You should contact the school office and inform them on enquiries@homefieldprep.school if you would like to allow your child to walk home.

In deciding whether your child is ready to walk to school, you should assess any risks associated with the route and your child's confidence. Work with your children to build up their independence while walking to school through route finding, road safety skills and general awareness. There are lots of ways you can prepare your child to make an independent journey.

Children who are driven to school do not have the opportunity to develop road awareness and are therefore more vulnerable when they start to walk to school independently.

Walking to school is a great opportunity to learn road safety skills. The best way to do this is to walk with your children from a young age, teaching them about crossing the road, learning how to navigate and a host of other skills. This helps them gain the experience and confidence to deal with traffic and way finding on their own, in preparation for walking with friends or alone when they are older.

Teach your child to:

- Always pay attention to traffic when crossing the street; never become distracted.

- Always cross at the intersection where there are traffic lights; do not cross in the middle of the road. Alternatively, cross in a place where you can see clearly in all directions. Avoid parked cars or bends in the road.
- Look both ways before crossing; listen for traffic coming; cross while keeping an eye on traffic.
- Look out for cyclists.
- Remember that drivers may not see them, even if they can see the driver.
- Remember that it is hard to judge the speed of a car so be cautious.
- Never, ever, follow someone who is either a stranger or someone they know but is not a designated "safe" adult. (A safe adult is someone who has been previously agreed upon by you and your child to be safe, such as a grandparent or trusted neighbour).

When deciding whether your child is ready for this responsibility you might want to consider the following:

1. Do you trust them to walk straight home?
2. Do you trust them to behave sensibly when with a friend?
3. Are they road safety aware?
4. Would they know what to do if a stranger approaches them?
5. Would they have the confidence to refuse to do what a stranger asked?
6. Would they know the best action to take if a stranger tried to make them do something they didn't want to do?
7. Would they know what to do if they needed help?
8. Would they know who best to approach to get help?

If you are not confident about how your child would react, then please consider whether you should allow them to walk on their own. If you decide that your child is ready for this responsibility, then you must inform the school. Your child will not be able to walk home unless this permission has been given in writing.

If at any time you need to change collection arrangements, please let us know in writing.