



Head Teacher: Kerrie L Clowes MA BA (Hons) PGCE NPQH  
Deputy Head: Emma E Doyle BA (Hons) PGCE NASENCO  
Deputy Head: Sarah L Booker BA (Hons) QTS  
Assistant Head: Joel M Edwards MA BA (Hons) PGDE.

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# **Walking Home/Drop Off and Collection Policy** ***- Consent to walk home from school independently***

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*July 2025*

*Review date: July 2026*



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# **Walking Home/Drop Off and Collection Policy**

## ***- Consent to walk home from school independently***

**The aim of this policy is to:**

- Keep pupils safe.
- Ensure all staff members are aware of the correct procedures for the end of the school day.
- Make parents aware of the expectations regarding collecting children.
- Make parents aware of the requirements if they wish their child to walk home from school alone.

## **Walking to and from School Alone**

**Legal Guidelines:**

- No specific laws govern the age or distance a child can walk to school alone.
- Parents must ensure regular school attendance but can decide on independent travel.
- Schools are responsible for pupil welfare and must report any perceived risks to relevant authorities.

**Pupils in Foundation Stage or KS1:**

- Pupils should not walk to or from school alone or be left unsupervised on school premises.
- The school requires notification of any changes in collection arrangements.
- If no one arrives to collect a child, the school will contact the parents/those named on the contact sheet.
- Older siblings in school cannot be responsible for younger siblings.
- Parents must notify the school of any changes in collection arrangements.



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## Pupils in KS2 (Years 3, 4, 5 & 6):

- Year 3 and 4 pupils to be brought to and collected from school.
- Year 5 and 6 parents decide when their child is ready to walk alone based on maturity and confidence.
- Parents should assess risks associated with the route and build up their child's independence.
- Parents must notify the school of any changes in collection arrangements.

## Road Safety Preparation:

- Teach children to pay attention to traffic, always use intersections or visible crossing points, look both ways, and stay cautious.
- Emphasise not following strangers and knowing how to react if approached by a stranger.

## Assessing Readiness:

- Questions for parents to consider:
  1. Can they walk straight home?
  2. Can they behave sensibly with friends?
  3. Are they road safety aware?
  4. Do they know what to do if approached by a stranger?
  5. Do they know how to get help?

Parents must inform the school in writing if they decide their child is ready to walk home alone based on the assessment above (fill in the attached consent).



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## **Travelling to and from School Alone:**

- Parents of Year 5 and 6 pupils should assess risks and build up independence.
- Written parental consent is required for Years 5 and 6 to walk alone (fill in the attached consent).
- Parents must notify the school immediately if a child does not arrive home on time.

## **Extra-curricular clubs:**

- If your child is registered to attend an after school club, school staff will expect the child to attend unless you, as a parent/carer, have informed school staff otherwise (even if they have consent to walk home independently).

## **Supervision on the School Site**

### **Before and After School:**

- No staff supervision before 8:40 a.m. or after 3:15 p.m. unless attending breakfast or after-school clubs.
- If attending breakfast club, arrival before 8:00AM is not permitted if unsupervised by the person who has brought them.
- Children should not be left unsupervised; the school will contact parents if this occurs.

## **Late Collection Procedure**

- Parents should notify the school immediately if the collector will be late.
- The school will contact parents and emergency contacts if a child is not collected promptly.
- If no contact is made by 4:30 p.m. MASH or the Police will be called.



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## Our School Day

- Doors opens at 8:40 a.m & Registration opens at 8:45 a.m.
- Registration closes at 8:50 a.m.
- The school day ends at 3:15 p.m.
- Weekly hours: 32 hours and 30 minutes.

## Key Principles

- Collect children promptly at 3:15 p.m. (or 3:45 p.m. for extra-curricular activities).
- Class Teachers ensure safe dismissal and will not release children to unknown persons.
- Year 5 & 6 pupils need written permission to walk home alone (see consent attached)
- Notify the school of any changes in collection arrangements.
- The school will contact parents of late collections starting at 3:20 p.m. and proceed to emergency contacts.
- If no contact is made by 4:30 p.m., appropriate authorities will be notified.



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## APPENDIX 1

### Permission for pupils to walk to and from school unaccompanied

The person with **parental responsibility** must complete and return this reply slip to school as soon as possible before the child first walks home alone.

Name of Child: .....Class: .....

I wish to inform you that my child will be walking to/from school on regular basis. I will notify you immediately should this arrangement change. I have read and understood the guidelines, systems and reasonable precautions set out in the 'Policy on Collection from School and Safeguarding Pupils Walking to and from School Alone'.

I fully understand that once I give permission for my child to walk to and from school alone, the school is not responsible for my child's actions or whereabouts once they are not on the school premises.

Signed: .....Date: .....

Print Name: .....