



Stambridge Road, Stambridge, Rochford, Essex SS4 2AP

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E-mail: stambridge.office@heartsacademy.uk

Website www.hearts-stambridge.uk

Mr L Faris Head of Federation

Mrs H James Head of School

Policy on safeguarding children Walking/cycling to and from school

As part of our safe guarding policy this policy sets out our expectations for children walking/cycling to and from school.

Walking/cycling to and from school

- Parents/carers take full and due responsibility and care to ensure that their child arrives safely at school each morning.
- Reception, Key stage 1 (years 1 and 2) and lower Key stage 2 (years 3 and 4) children must be accompanied by an adult (aged 16 years and over).
- Older children, Year 5 and 6 may walk/cycle to or from school independently of an adult where parents/carers have made arrangements for them to do so. Parents/carers therefore take an informed decision that **they are responsible** for their child's safety on their way to / from school even when they are not physically present.
- Where children walk to / from school independently it is the parents/carers responsibility to ensure they are happy that their child is capable of undertaking the proposed journey safely. Parents/carers must ensure that their child takes the safest route to school as is possible and that the child has an awareness and understanding of how to keep themselves safe, such as using the Green Cross Code and Stranger Danger.
- Due consideration also needs to be given for the time of year such as cold, dark mornings and evenings in the winter, especially if a club is also attended.
- Parents/carers are asked to inform the school if their child will be regularly walking to school alone so that a register can be compiled of key children to identify should they not arrive at school at the appropriate time in the morning. **See Appendix 1**
- As the responsible body receiving children from home at the start of the day, the school recognises a clear responsibility to contact parents/carers if their child has not attended morning registration and no contact has been made by the parent to the school to inform the school of absence due to illness or other reason.
- All registers are checked and the office will then make attempts to contact the parent/carer to ascertain a reason for absence or to highlight that a child has not arrived for registration.
- Where a child has left their parent with the intention of walking to school but has not arrived and the school has made contact with the parent/carer and an issue of a missing



child is therefore noted, the school will immediately contact the police to report a missing child. The school's designated senior person for child protection will then be immediately informed and safeguarding procedures for child protection will be followed.

- It is the policy of the school to seek written clarification from parents/carers who wish their child to walk home alone at the end of the school day. This applies **only** to year 5 and 6. See **Appendix 1**
- The school maintains a register of those known children whose parents/carers have made the request that their child is dismissed by a member of staff at the end of the school day to walk home alone.
- Staff may have a discussion with the parent/carer if they feel arrangements made are not appropriate.
- There must be someone at home to meet the child on their arrival.
- Reception, Key stage 1 and lower Key stage 2 children must be collected by an adult (aged 16 years and over).
- Parents/carers need to collect their child promptly however we are aware that on a few occasions parents/carers may be late for a variety of reasons. If this is the case please inform the school that you will be late as soon as possible. Your child will be taken to the reception area and will wait for you there.
- Any child walking from school must be capable of arriving home within 30 minutes from the end of the school day (3:10pm). Journeys over 30 minutes are not considered appropriate for the children to walk at this stage.
- If a child has left the school to walk home alone but does not arrive home within 30 mins, the parent/carer should contact the school in the first instant to seek clarification from the school as to when the child left the school site.
- If the parent/carer feels that the agreed period of time has passed and their child has not arrived at home and that this is unusual or causing concern, the school recommends that the parent/carer calls the school to report their concern. The school can then offer assistance in using contacts to search for their child using its missing child procedure.
- Once the missing person procedure is initiated, responsibility will pass to the relevant authority to further any enquires. Both parents/carers and school will be guided by them in order that a successful outcome is achieved.



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APPENDIX 1

A register of returned slips will be maintained by the school.

Person with parental responsibility to complete and return this reply slip to Stambridge Primary School.

Name of child..... Class.....

1)

- 1) I wish to inform you that my child (in year 5 or 6) will be walking or cycling independently **to** school on regular basis.

Please circle the relevant days:

Monday Tuesday Wednesday Thursday Friday

- 2) I wish to inform you that my child (in year 5 or 6) will be walking or cycling independently **from** school on regular basis.

Please circle the relevant days:

Monday Tuesday Wednesday Thursday Friday

Signed.....

Name (print).....

Date.....

I have signed to confirm that I have read and understood the guidelines, systems and reasonable precautions set out in this policy which is aimed at ensuring my child is safe.

