



OUR LADY AND ST HUBERT'S CATHOLIC PRIMARY SCHOOL

Safer- Release Policy

Version:	1.0
Date created/updated:	1 st September 2023
Ratified by:	OLASH LGB
Date ratified:	19 th September 2023
Date issued:	19th September 2023
Policy Review Date:	September 2024
Post Holder Responsible for Review:	Ms O'Beirne



Mission Statement

'At Our Lady and St Hubert's home, school and parish work together as we grow and learn that God is with us in all we do.'

Introduction

At Our Lady and St Huberts, we are responsible for the welfare of our pupils. Therefore, we have a duty to consider good practice in ensuring our pupils' safety. We have an obligation to alert relevant authorities should we believe a child's welfare is at risk. In setting our protocol for collecting children we have taken advice and guidance which states that it is for school to decide and enforce its own pupil collection policy.

Parents/carers are responsible for ensuring their child is collected from school safely and promptly every school day. Where possible, parents/carers should ensure that their child is always accompanied by a responsible adult.

At certain times, parents/carers may decide that their child is capable of independently leaving school premises. If this is the case, parents/carers must complete the attached confirmation form and agree full responsibility for their child's safety, despite parent/carer absence.

It is important that parents/carers acquaint their child with personal safety, road safety, 'stranger danger' and how to report any concerns to an appropriate adult to ensure their child is able to keep themselves safe and can recognise dangers.

The following guidelines set out Our Lady & St. Hubert's advice, policy and procedures should parents/carers wish to allow their child to leave school independently.

We recommend that only children in Year 6 classes should be permitted to leave school unaccompanied and only then if the parent/carer is confident that it is safe for them to do so. However individual requests will be discussed with parents/carers.

Parents/carers should continually assess the conditions in which children are allowed to leave school unaccompanied and must appropriately consider the safety of the chosen route. For instance, crossing busy main roads and walking through secluded areas is discouraged.

It is also advised that parents/carers ensure that their child knows their home telephone number or a suitable emergency contact and either has a mobile phone or money to use a pay phone should they need to call home in an emergency. Some mobile phones have a GPS tracking system and an emergency ICE system (In Case of Emergency). If children do bring a mobile phone to school for this reason, it is required that children hand their mobile device to the school office before morning register and collect it at the end of the day. Mobile phones are stored securely in a locked cupboard.

Should a parent/carer authorise independent travel, parents/carers are required to inform the school officially, via the attached consent form. This must be fully completed and returned to our school office to allow your child to have safe release registered on their student profile. Additionally, a register of children who have safe release registered will be kept by the school. If safe release has been agreed, we will notify parents accordingly.

If a child is not deemed able to leave school safely, school may refuse the safe release request. Equally, if school feels that safe release may compromise the welfare and safety of the child, school may revoke the safe release arrangement. In this case, school will notify parents/carers accordingly.

To ensure that children have arrived safely at home, there must always be an appropriate adult/parent/carer at home or the agreed meeting point to meet the child on their arrival. School will not know if a child arrives at home or at the agreed meeting point, thus the parent/carer must ensure adequate safety protocols are in place should an emergency/accident arise.

If a child has left the school unaccompanied but does not arrive at home or at the agreed meeting point, and direct contact with the child has not been established, the parent/carer should contact the school in the first instance to seek clarification from the responsible adult who dismissed their child as to the time they left school. Please note, school may not be contactable after home time and therefore it will be parents/carers responsibility to notify the police.

It is an offence to leave a child alone if it places them at risk. This can include an older sibling if the level of supervision is 'likely to cause unnecessary suffering or injury to health' (section 1 of the Children and Young Persons Act 1933). Parents /carers are therefore responsible for anything that should go wrong in their absence. Both the Royal Society for the Prevention of Accidents (ROSPA) and the NSPCC do not advise for someone under the age of 16 to look after young children.

If school has any concerns about the collection arrangements or lack of such arrangements, for any pupil they will invoke their safeguarding policy and procedures and contact Children's Social Care.

Pupils in EYFS or KS1 (Years 1 & 2)

All children in EYFS and Key Stage 1 must be brought into school and collected from their release point by a known, responsible, designated adult.

Years 3 and 4

Children under the age of eight cannot judge the speed or distance of moving vehicles and therefore Year 3 and 4 children must be brought to school and collected from their release point by a known, responsible, designated adult. In exceptional circumstances, siblings over the age of 16 may be permitted to collect their younger siblings providing you have considered their maturity, road awareness, responsibility, and confidence. Please note, if you do request your child's elder sibling to collect your child you agree full responsibility for your child's safety despite your absence. You must send requests of this nature in writing for the principal's attention.

You can send this request via letter or to enquiry_olh@emmausmac.com

Years 5 and 6

With your written consent, Year 6 pupils may be released from school at the end of the school day to make their own way home independently or to meet a responsible adult at your agreed meeting point. For pupils in Year 5, individual requests may be discussed with parents/carers for consideration. Please note, school may refuse or revoke a safe release request if we have reason to believe that independent travel may compromise the welfare and safety of the child.



**OUR LADY
AND ST HUBERT'S
CATHOLIC PRIMARY SCHOOL**

Walking to and from school alone Policy

Children Leaving School Premises Unaccompanied/Alone

Introduction

At certain times, Year 6 parents/carers may decide that their child is capable of independently leaving school premises. If this is the case, parents/carers make the informed decision that they are responsible for their child's safety, take full responsibility for the decision, even if they are not physically present.

It is advisable that parents/carers ensure their child is fully conversant with road and child safety to ensure they keep themselves safe and are aware of Stranger Danger given current issues within the authority.

The following guidelines set out Our Lady & St. Hubert's advice, policy and procedures should parents/carers wish to allow their child to leave school independently.

It is the **responsibility** of the parent/carer to assess the conditions in which children are allowed to leave school unaccompanied. They must also be responsible for assessing the chosen route by which a child leaves school and ensure they are confident their child can walk safely, even if their child is accompanied to school by a parent/carer. Crossing busy main roads and walking through secluded areas is discouraged.

It is also advised that parents/carers that their child knows their own home phone number and other emergency contacts and have a fully charged mobile phone with them when walking home from school. The mobile phone needs to be handed to the office on arrival and collected at the end of the day. The mobile phone should only be in use when off site.

Safeguarding is paramount and parents/carers need to ensure their child is fully aware of stranger danger and how to report any concerns to an appropriate adult.

Should a parent/carer wish to allow their child to leave school independently, parents/carers are asked to inform the school and the consent form is completed/updated so that a register

Walking to school is a great opportunity to gain experience road safety skills. The best way to do this is to walk with your children from an early 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. Speak to your child about what they should do if this should ever happen.

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 did not want to do?
7. Would they know what to do if they needed help?
8. Would they know whom best to approach to get help?

If you are **not** confident about how your child would react then you should **seriously consider** whether you should allow them to walk on their own.

Return to the school office via hand or email

CONFIRMATION/CONSENT THAT MY CHILD MAY LEAVE SCHOOL UNACCOMPANIED/ALONE

Person with parental responsibility to complete

Name of child: 6__

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 'Policy on 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.

I will notify the school immediately of any changes to the emergency contact details.

I understand the school may revoke this consent if child safety is compromised.

I fully understand that if they are at an extra- curricular activity/After School Provision that an adult will collect my child.

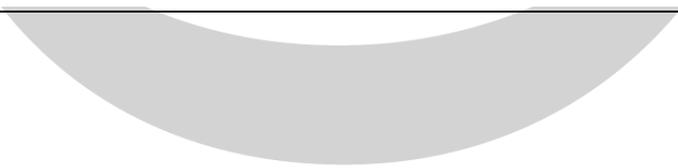
Signed..... Date:

[Name print]

Please state the route your child will take:

I confirm that I have read and understood the school's policy. In the event of an emergency

please contact: _____



Commitment to Equality:

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

This Arrival and Collection Policy has been approved and adopted by Our Lady and St Hubert's Catholic Primary School on 19th September 2023 and will be reviewed in September 2024.

Signed by the Chair of the Local Governing Body for Our Lady and St Hubert's Catholic Primary School :

Mr Bernard King



Signed by the Principal for Our Lady and St Hubert's Catholic Primary School

Ms O O'Beirne

