



## **BEFORE AND AFTER SCHOOL POLICY**

<b>NAME OF SCHOOL</b>	Stanmore Primary School
<b>DATE OF POLICY ISSUE</b>	May 2023
<b>DATE OF POLICY REVIEW</b>	May 2024
<b>NAME OF RESPONSIBLE MANAGER/HEADTEACHER</b>	Mrs Sharon Taylor

### **POLICY STATEMENT**

Stanmore Primary School understands, accepts and takes seriously, its legal responsibility to act in the way in which any responsible parent would ('in loco parentis') during school hours. Outside school hours, the children remain the responsibility of their parent/carer. This policy clearly sets out the guidelines we expect our parents and carers to follow in ensuring the safety of their children on their way to and from school. It also states clearly that parents and carers remain responsible for their child's behaviour on their way to and from school.

### **RECEPTION, KEY STAGE 1 AND LOWER KEY STAGE 2**

#### **Before School**

Children should not be on the school site before 8.30am unless they are attending breakfast club. Children remain the responsibility of their parents/carers until a member of staff is on duty at 8.40am.

Children should not access play equipment before or after school.

## **After School**

At 3.10pm each afternoon, children in Reception and KS1 (years 1 and 2) are brought out to the playground by their teacher and are handed over to their parents or parent nominated carers.

The school makes the reasonable assumption that parental responsibility is also handed back to the parent / carer at this point.

At 3.15pm, Lower KS2 (years 3 and 4) children will be brought out by their class teacher and also handed back to their parents or parent nominated carers.

**We expect all our infant and lower Key Stage 2 children to be collected by a responsible adult to ensure their safety and well-being on their way home. We also have the expectation that children from Reception, Year 1, Year 2, Year 3 and Year 4 do not walk to, or from, school unaccompanied.**

## **UPPER KEY STAGE 2**

We recognise that some parents/carers will want their **Year 5 and 6 children** to walk home alone. If this is the case, we must have written permission.

Any child left uncollected is brought into the school office; where office staff will attempt to contact parents / carers accordingly to arrange collection. If after a reasonable period of time, contact cannot be made, in line with our safeguarding policy, children's services will be contacted.

If a child is attending an after-school club, the provider of the club or school staff member taking the club assumes parental responsibility until the children attending are handed back to parents (or parent-nominated carers) at the end of the club. The adult running the after school club will inform parents and carers of the collection point. School staff will ask for collection information from all parents, and written permission must be given for any child from year 5 or 6 wishing to walk home alone. If this permission is not given, the child will remain at school until parents or carers can be contacted.

If we believe any adult collecting a child to be under the influence of alcohol or drugs, we will not be able to release the child into their care. Instead, children's services will be called.

If someone other than the parent/carer wishes to collect a child, the class teacher needs to be informed *prior* to collection. Without this permission, children will not be able to leave school.

**Children's behaviour on the way to and from school remains the responsibility of parents and carers.** If inappropriate behaviour occurs, we will deal with it in line with our behaviour policy. Children are expected to follow our rules when walking to

and from school. If inappropriate behaviour is observed, parents/carers will be asked to supervise their child walking to and from school from that point.

Although every reasonable step is taken to ensure a safe school environment, the school cannot take responsibility for injuries caused by accidents resulting from lack of supervision of children by their parents outside of school hours.