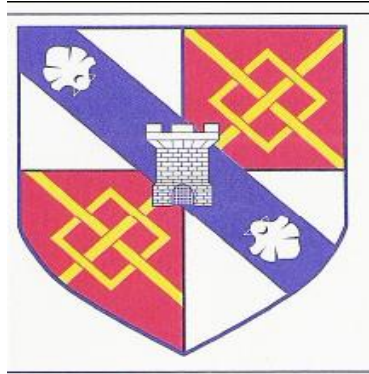


EARL SPENCER PRIMARY SCHOOL

"STRIVING FOR EXCELLENCE"



Walking and cycling to school policy

Date reviewed: 20th January 2022

Reviewed by: The Policy Committee

Ratified by *Governors*: 25th January 2022

Responsible Personnel: Head Teacher
Governing Body Committee: Policy Committee

Adopted 9 February 2021
To be reviewed on an Annual Basis

Introduction

This policy has been devised for the general health and safety of our pupils. Parents who wish to make the informed decision that their child may walk or cycle to school alone are fully responsible for their child's safety on their journey to and from school, even if they are not physically present.

Guidelines for walking or cycling to and from school

Parents of children who wish them to walk or cycle to and from school unescorted by an adult, at the beginning and end of the school day (8.45am & 3.10pm) must adhere to the following guidelines:

- Parents must have registered with the school that they are prepared for their child to walk or cycle to school and directly home from school at the end of the school day.
- Children must be in Year 5 or 6.
- Year 5 and 6 children cannot be responsible for supervising younger siblings walking or cycling to or from school.
- It is the parent's responsibility to check the route that their children may walk or cycle to and from school in order that they may make an assessment of the appropriateness of the journey. Crossing fast roads, walking or cycling through secluded areas is to be discouraged. A single route must be agreed.
- Parents must be certain that their child has an awareness and understanding of the green cross code and stranger danger. It is the

parent's responsibility to ensure they are sufficiently happy that their child is capable of undertaking the proposed journey safely.

- If cycling it is advised that parents/carers ensure their child is fully conversant with road safety, the bike is road worthy and appropriate safety gear is used.
- During the winter months and/or inclement weather, children must be dressed appropriately.
- Children should know their home phone number (plus one emergency contact) and we suggest that they either must have their own mobile phone or money for a phone box.
- There **must** be someone at home to greet them on their arrival.
- Any child must be capable of arriving home within 15 minutes of the school day. Journeys over 15 minutes are not considered appropriate at this stage.

Reasons that the school may refuse request

Parents need to be aware that the school may refuse a proposal if;

-A child is not deemed able to walk/cycle home alone.

-If the school has concerns about a particular child's ability to travel safely or if a child lives too far away (more than 15minutes.)

-If the school feels the welfare and safety of the child walking/cycling to school is compromised the school may revoke the arrangement and will notify parents/carers accordingly.

Contacting parents if a child has not attended school

A register of children who have permission to walk/cycle to and from school alone will be kept by the school office.

As the responsible body receiving children from home at the start of the day, the school will ensure that morning registrations are taken in each class. If a child is found to be absent and no prior notice of such absence has been received from the child's parent/carer, the school recognises a clear

responsibility to contact the parent/carer to ascertain the reason for absence or highlight that a child has not attended morning registration.

It is the parent/carers responsibility to ensure that school is informed should their child be unable to attend school for any reason in accordance with the school attendance policy. If a child who walks/cycles to school unattended is not in school contact will be sought with the parent/carer within one hour of morning registration taking place and an absence without reason being noted by the classroom staff.

If upon contact it is confirmed that a child has left home with the intention of walking/cycling to school but has not arrived and therefore an issue of a missing child is noted, the school will investigate fully, inform parents/carers and contact the police as appropriate. The school's designated senior person for safeguarding/child protection will then be immediately informed and safeguarding procedures for child protection/children missing procedures will be followed.

What to do if a child does not return home after the end of the school day

- **If a child does not arrive home within the agreed time frame, 15 minutes after the end of the school day (3.25pm) parents must**

immediately notify the school in order that appropriate action can be taken.

School telephone number: 01604 751130

- **Parents should also contact the police immediately after contacting the school.**
- Following this initial phone call the point of contact from the school with the parents will be the Head teacher.
- If the child returns home after action has been taken immediate notification of the relevant emergency services must be made. (School & Police)



Earl Spencer Primary School

Please return to the school office

CONFIRMATION THAT MY CHILD MAY WALK OR CYCLE TO AND FROM SCHOOL ALONE.

I can confirm that.....who is in Year..... at Earl Spencer Primary School may,

Walk to and from school alone.

Cycle to and from school alone.

-I can confirm that I have read and understood the schools 'Walking and cycling to and from school' policy.

-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 confirm the journey home is no longer than a 15 minute walk'

Signed..... Date.....

1st Contactable parents name in case of emergency.....

1st Contact telephone number in case of emergency.....

2nd Contactable adult name in case of emergency.....

2nd Contact telephone number in case of emergency.....