



Nominated Governor: Belin Maginn
Nominated Lead Member of Staff: Vicki Chiverton
Status & Review Cycle: Annual
Next Review Date: September 2025



St Jude's Church of England Schools Federation

Excellence in education, kindness in the community, courage through faith.

CHILD COLLECTION AND WALKING HOME POLICY

This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

At St Jude's Church of England Schools, we firmly believe that all pupils must be safe on arrival and pick-up from school. Parents/carers need to support these views in the home to ensure that children are receiving corresponding messages about the value of safety, as well as ensuring that their behaviour, whilst wearing our school uniform, is respectful.

1. Aims

To ensure that

- All children being left or dropped off at the school site are safe and supervised appropriately. Children should not be dropped off at the juniors before 8.20am unless they are attending breakfast club which will have been pre-booked.
- All children attending the infant school will be accompanied by an adult who, if not the parent/carer, has the correct password on collection.
- All children in Years 3-5 are accompanied by a parent/carer or an older sibling when being dropped off or picked up from school.
- Any child in Year 6 has written permission from their parent if they are allowed to walk home unaccompanied.

2. Roles and Responsibilities

The school will:

- Provide a safe and supervised environment at the junior school from 8.20am until school starts in the playground.
- Ensure all children in EYFS and KS1 are released only to a parent or an adult with the correct password.
- Ensure all Year 3-5 children are only released to a parent/carer or a sibling.
- Ensure Year 6 children are only released alone if there has been written permission from a parent/carer.

The Headteacher will:

- Check staff are clear on when to release children to parents/carers or siblings and when to allow them to walk home on their own.

Office staff will:

- Provide all staff with a list of any adults who do **not** have permission to collect children from school.
- Provide all Year 6 staff with an up to date lists of children allowed to walk home.

All parents/carers are requested to:

- Advise the school office if they will not be collecting their child and ensure that the password is given to any other adult collecting an infant child.
- Ensure all children in Year 3-5 are picked up by a responsible adult or older sibling.
- Write to the Headteacher if they are happy for their Year 6 child to walk home on their own.
- Ensure that their child behaves appropriately whilst walking home and understand that this privilege may be removed if their behaviour falls below the expected standard.

Infants

Barleymow Road
Englefield Green
TW20 ONP
01784 435586

Juniors

Bagshot Road
Englefield Green
TW20 0RU
01784 432180