



Thringstone **Primary School**

Believe and Achieve Together

Collection and Walking Policy

Approved by the Governing Body:

Adopted on: October 2025

Review October 2026

Our Whole School Vision

At Thringstone, we are a school community that works together with confidence and enjoyment to achieve every child's potential.

Each and every day we *Believe and Achieve Together*.

Aim of Policy

At Thringstone Primary School, we aim to ensure the safety, well-being, and independence of our children while fostering a supportive and secure environment. This policy outlines our expectations regarding the collection of children at the end of the school day, the arrangements for those walking home independently, and the responsibilities of both parents/carers and the school.

Foundation Stage – Year 4

- Children in Foundation Stage, Key Stage 1, and Years 3–4 must be collected by a familiar person at the classroom door.
- We will only release children to siblings who are 16 years old or above and deemed suitable by school staff.
- If an unfamiliar or unexpected adult arrives to collect a child and we have not been informed, they will be asked to wait until verification is made with the parent/carer or a password is used.
- Parents/carers must not collect other children without prior agreement with both the school and the child's parent/carer.
- If no one arrives to collect a child and we are unable to contact a parent/carer, the office and Senior Leadership Team will be informed so that safeguarding procedures can be followed. **School will attempt to contact listed emergency contacts before escalating further.**
- Parents/carers must inform the school of any changes to collection arrangements in advance via phone call or message.
- Arrangements for **Breakfast Club** follow the same expectations as those set out above. (*After School Club is run by an external provider and has separate collection arrangements.*)

Upper Key Stage 2 (Years 5–6)

- Children in Years 5–6 may walk home independently if parents/carers believe they are mature enough to do so safely.
- Parents/carers of children walking home should ensure their child understands road safety and how to respond to potential risks.

- Children in Years 5–6 may also be collected from the school gate or meet their adult on the playground.
- It is the parents’/carers’ responsibility to ensure their child is aware of their collection arrangements.
- Parents/carers must not collect other children without prior agreement with both the school and the child’s parent/carer.
- Any changes to collection arrangements must be communicated to the school office by the parent/carer via phone call or message.
- The school reserves the right to request that a child be accompanied if their behaviour before or after school raises safeguarding concerns.

Walking to School

- We encourage children to walk, cycle, or scoot to school where possible to promote healthy habits and reduce congestion.
- Parents/carers are responsible for ensuring their child’s safety on the journey to school.
- Children should arrive promptly and use safe crossings where available.
- We encourage parents to ensure children who cycle or scoot are wearing helmets for their safety.
- **Children must dismount and not ride scooters or bikes on the school premises.**
- If a child arrives unaccompanied and there is a concern about their well-being, school staff will contact parents/carers.

Staff Supervision

- Staff supervision on the playground is in place from the gates opening until the whistle is blown at the start of the school day.
- **Children remain the responsibility of their parent/carer until the whistle is blown and they enter the school building.**
- Staff will be available to support children who need guidance or assistance.

General Guidance for Walking Home Independently

For families choosing to allow their child in Years 5–6 to walk home independently, we recommend:

- Teaching road safety awareness from an early age.
- Walking the route together and discussing safe crossing points.
- Reinforcing the importance of staying on the route and going straight home.
- Discussing what to do if approached by a stranger.
- Ensuring children know how to seek help if needed.

Contacting the School

- If there is a change to usual collection arrangements, parents/carers must inform the school as soon as possible by calling or messaging the school office.
- Without prior notification, children will not be released to an unknown adult.
- Parents/carers must not collect other children without prior agreement with both the school and the child's parent/carer.

Monitoring and Evaluation

- The Headteacher will monitor the implementation of this policy termly.
- Any issues or concerns related to collection procedures, child safety, or changes to walking arrangements will be discussed with the Headteacher and relevant SLT members (e.g., SENDCo).
- The policy will be reviewed regularly, with input from staff, parents/carers, and children during the review process, ensuring it remains effective in safeguarding children and promoting safe collection and walking arrangements.