



ST MICHAEL & ALL ANGELS C. E. (FOUNDATION) PRIMARY AND PRE-SCHOOL

Pupil Drop off/Collection Guidelines

Deciding when your child is ready to become more independent can be one of the trickiest areas of parenting. There is much in the press about 'cotton wool kids' who do not learn essential life skills because they are 'smothered', as well as the other end of the spectrum when children are accessing, playing and doing things far too young.

It can be difficult to decide what is appropriate. We are aware that children mature at different levels and the main priority when considering anything such as this is how well the child is placed to manage this responsibility. Also, that you have discussed and prepared this together so that all parties are comfortable with the situation e.g. you have agreed a meeting place that isn't on school premises and arranged an alternative if you're not there. We always tell children they can return to school, and they have done so even when they have left this school; it is always a safe place for all.

We try to staff the playground on a morning and after school; however, children are still the responsibility of whoever drops them off, unless your child is older and is ready to be trusted. Your child's safety is paramount and therefore they should be supervised if arriving prior to the gates being opened at 8:40am or after they are closed as school staff may not be present at this time.

- EYFS (Reception and Pre-school)

Children should be brought to and collected from the classroom door by a responsible person over the age of 16. Children are encouraged to sort themselves and their own belongings out. Not only does this build vital organisation and independence skills which are needed for their Early Learning Goals, it also aids congestion in small areas and keeps the children safe (although we do understand in pre-school that communication is vital for younger ones and that children aged two might need help!).

- Key Stage 1

Children should be brought to and collected from the classroom door by a responsible person over the age of 16. It is not expected that they would go and meet that person at another classroom or arrive on their own on a morning.

Respect. Resilience. Responsibility. Confidence. Co-operation. Compassion.

- Lower Key Stage 2 (Year 3 and 4)

As children progress into Key Stage Two they usually start to become more independent. They should still be brought and collected to/from school, but the emphasis is now more on the child i.e. at the end of the day the teacher is present and typically by the classroom door, checking that the children leave when they see whoever is collecting them.

In some cases, a different drop off or pick up arrangement may be appropriate. Requests for these should be made in writing (or email) for consideration before this can be confirmed.

- Upper Key Stage 2 (Year 5 and 6)

Children now start preparing for high school and this can mean different scenarios. Some might need to learn the skills for catching a bus; others might be planning on walking to their future high school. Either way children now start building those skills.

Generally, children are dismissed by the class teacher without the need for an adult and often go and meet their adult by another classroom or at a meeting place outside of school premises. This is when discussions about what to do if things don't go to plan are more essential. School always tell children that if someone is not where they expect them to be then to come back into school.

Passwords

We have a password system in school for the collection of children. Passwords progress through school with your child so if your circumstances change and you need to change the password, let the school office know. Please ensure any adult collecting your child knows the password as this could be asked for at any time.

Also ensure your child knows who is likely to be collecting and dropping them off and if it is out of the ordinary, let us know too; this gives children security. That said, we do understand that some days do not go to plan and you might need to change your arrangements. In which case, please ring and let the office know and ensure that the person collecting knows the password for your child. This is one of the main reasons for having a password that stays with your child throughout school.