

# MOSELEY

CHURCH OF ENGLAND  
PRIMARY SCHOOL



## Travelling To and From School Alone Policy

### September 2021

Approved by Governors on 29.9.21

Date for renewal: September 2024

## **MISSION STATEMENT**

Our successful Christian school offers a wide range of exciting and educational opportunities to enhance skills, talents and creativity. The school community appreciates and accepts others, and celebrates the achievements of all. We have supportive and trusting relationships with God and all his children. As a result, we take responsibility and welcome absolutely everyone into a caring and safe environment, where we are all guided to work together.

## **THE AIMS OF THE SCHOOL**

At Moseley C of E Primary School, we want ALL of our children to:

- Have an enthusiasm and thirst for learning
- Have confidence to be themselves and consistently aim high to challenge their potential;
- Have an awareness for the world beyond their own – have respect and understanding of others with circumstances different to their own;
- Explore all opportunities provided to discover their talents and abilities;
- To be kind and respectful members of their community;
- Have embedded morals;
- Have fun, good memories of their school life;
- Be inspirational role models.

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## Statement of intent

At Moseley CofE Primary School, we aim to promote pupils' independence as much as possible. We recognise that, as pupils become older, parents may wish for their children to be able to travel to and from school independently. With this in mind, the school has created this policy to clarify the procedures in place to ensure that all pupils can travel safely.

There are no laws around age or distance of walking to school.

A families' guide to the law states:

"There is no law prohibiting children from being out on their own at any age. It is a matter of judgement for parents to decide when children can play out on their own, walk to the shops or school."

Parents are legally obliged to ensure their children get to school and attend regularly, but this in itself does not disallow independent travel. However as a school we are responsible for the welfare of our pupils and therefore have to consider what we believe is good practice in ensuring the safety of our pupils.

We also have an obligation to alert relevant authorities should we believe a child's welfare is at risk.

The aims of this policy are to:

- Clarify the responsibilities of parents and the school, specifically the headteacher.
- Outline the procedures for providing consent for a pupil to travel to and from school alone.
- Establish effective procedures for travelling to and from school alone to maximise safety of pupils.

## **1. Related school policies**

1.1. This policy will be implemented in accordance with the following school policies:

- Child Protection and Safeguarding Policy
- Attendance and Punctuality Policy

## **2. Roles and responsibilities**

2.1. The headteacher is responsible for:

- The overall implementation of this policy.
- Communicating this policy to all members of staff and parents.
- Informing parents if their child does not arrive at school to coordinate an effective response.

2.2. Parents are responsible for:

- Adhering to the principles outlined in this policy.
- Ensuring their child arrives safely and promptly to school each morning.
- Carefully considering whether their child should be permitted to travel to and from school alone.
- Ensuring their child's safety on their journey to and from school, even if they are not physically present. Safeguarding children is paramount.
- Ensuring their child is aware of road safety and how to keep themselves safe when travelling to and from school.
- Ensuring their child is fully aware of how to report any concerns to an appropriate adult.
- Assessing and establishing a safe route that their child will walk to and from school. Crossing busy main roads and walking through secluded areas is discouraged.
- Ensuring their child is aware of, and adheres to, the route established by the parents for travelling to and from school.
- Completing and submitting a Travelling To and From School Alone Consent Form to the headteacher if they wish for their child to travel to and from school alone.
- Providing emergency contact numbers on the Travelling To and From School Alone Consent Form and notifying the school immediately in the event of any changes.
- Parents/carers need to be aware that, when children walk home alone, the school will not know if their child arrives home as planned. Hence the parent/carer needs to ensure adequate safety protocols are in place should an emergency/accident arise.
- Informing the headteacher, and if necessary the police, if their child has not returned home from school.

2.3. Pupils are responsible for:

- Ensuring they are aware of, and adhere to, the principles of road safety and how to keep themselves safe when travelling to and from school.
- Reporting any concerns to an appropriate adult.
- Adhering to the route for travelling to and from school alone, as determined by their parents.
- Behaving appropriately when travelling to and from school alone.
- Making sure they arrive to school on time when travelling alone.

### 3. Providing consent

- 3.1. If parents wish for their child to travel to and from school alone, they are required to submit a [Travelling to and from school alone consent form](#) (found in the appendix of this policy and available from the school office) to the headteacher on an annual basis.
- 3.2. Parents should ensure they have read this policy before providing permission for their child to travel to and from school alone.
- 3.3. Forms should be submitted at the beginning of the academic year. If a parent wishes to give permission at a different time, the form should be submitted to the headteacher and this will be valid until the end of the academic year.
- 3.4. Parents must ensure all emergency contacts are provided on the [Travelling to and from school alone consent form](#)
- 3.5. Parents should satisfy themselves of the following points before providing consent for their child to travel to and from school alone:
  - The welfare and safety of the pupil is not compromised by walking to or from school alone.
  - The pupil can be trusted to walk straight home and straight to school.
  - The pupil will adhere to the route that their parent has identified.
  - The route and distance to and from school do not pose significant risk to the pupil's safety.
  - The pupil can be trusted to behave sensibly on their journey.
  - The pupil is aware of and will adhere to road safety guidance.
  - The pupil is aware of and will adhere to guidance on how to keep themselves safe on their journey to and from school.
  - The pupil would know how and where to ask for help and would share any concerns with an appropriate adult.

- 3.6. If the school has concerns about a particular child's ability to travel safely or if the distance or route pose significant risk to the child's safety or if the headteacher feels the safety and welfare of a pupil is at risk at any point, the headteacher may request a meeting or telephone conversation with the parents of the pupil to discuss the matter.
- 3.7. Parents may withdraw their consent at any point during the academic year. To do so, parents are required to inform the headteacher in writing.
- 3.8. A register is maintained of all pupils granted permission to travel alone to and from school. This is updated whenever permission is granted or withdrawn and is held in the school office.
- 3.9. Only pupils named on the register are permitted to travel to and from school alone. The register will be circulated to relevant members of staff as necessary.

#### **4. Travelling procedures**

- 4.1. Any staff member dismissing children will retain a copy of the register. Before allowing any pupil to leave the school premises alone, the register will be checked.
- 4.2. If, at any time, a staff member is concerned about the welfare of a pupil by allowing them to travel home alone, the staff member may not permit them to leave school alone.
- 4.3. If a staff member refuses to allow a pupil to travel alone, they will discuss their concerns with the headteacher and parents will be contacted.
- 4.4. Pupils are expected to adhere to the route outlined to them by their parents. When a pupil is travelling to school and once a pupil leaves the school premises to travel home, the responsibility for their welfare lies with their parents.
- 4.5. It is the parent/carer's 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.
- 4.6. The school ensures that a register is taken at the beginning of the school day. If a pupil that travels alone has not arrived at school by the end of registration and the school has not already been informed that the pupil will be absent, the parents will be contacted.
- 4.7. If, upon contact with parents and carers, it is confirmed that a child has left home with the intention of walking to school but has not arrived, or if parents and carers cannot be contacted, the school's DSL will be informed. The safeguarding and child protection procedures will be followed and the school will contact the police.
- 4.8. If a pupil is late to school more than twice, the headteacher will hold a discussion with the pupil's parents to determine whether travelling alone to school is appropriate.

- 4.9. Where a pupil does not arrive home from school, parents should contact the school to establish the time they left school. The responsibility for the pupil and their welfare lies with the parents once a pupil has left school.
- 4.10. Where pupils will be travelling home from school after an extra-curricular after-school club, the above procedures will be followed.

## **5. Monitoring and review**

- 5.1. This policy will be reviewed every 3 years by the headteacher. The next scheduled review date for this policy is **September 2024**.
- 5.2. Any changes made to this policy will be communicated to all staff and parents.



## Travelling To and From School Alone Consent Form

<b>Pupil name:</b>		<b>Pupil year:</b>	
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Emergency contacts	
<b>Name of contact 1:</b>	
<b>Relationship to pupil:</b>	
<b>Contact number 1:</b>	
<b>Alternative contact number 1:</b>	
<b>Name of contact 2:</b>	
<b>Relationship to pupil:</b>	
<b>Contact number 2:</b>	
<b>Alternative contact number 2:</b>	

I confirm that:

- I give permission for my child, to travel to and from school alone.
- I have read and fully understand the procedures outlined in the school's Travelling To and From School Alone Policy.
- My child is competent to travel to and from school alone. I have ensured that my child is aware of and will adhere to guidance on how to keep themselves safe on their journey to and from school.
- I understand that I have a responsibility to outline an identified route for my child and to ensure my child uses this route.
- I have a responsibility to ensure my child arrives to school on time when travelling alone.
- I understand that staff members will only allow my child to travel to and from school alone if they are identified on the register.
- I understand if any staff member has a concern about the safety and welfare of my child, they may refuse to allow them to leave the school premises and travel alone.
- I am required to inform the headteacher if I wish to withdraw my permission for my child to travel to and from school alone.
- The responsibility for my child lies with me when they are on their way to, or have left, the school premises.
- I will notify the school immediately of any changes to consent for my child to travel to and from school alone and the emergency contact details I have provided.
- I understand that if my child attends an extra-curricular after-school club, the Travelling To and From School Policy will be followed.

**Signed:** \_\_\_\_\_ **Relationship to pupil:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please return the completed form to the school office.**