



HC/mm

6<sup>th</sup> September 2023

Dear Parents/Carers,

## Safeguarding Procedures

In order to update our safeguarding procedures and ensure a smooth and safe “hand over” at the end of the school day, please complete and sign the slip below and return it to school as soon as possible, in order to inform class teacher of the arrangements.

If these arrangements change throughout the year, please inform the class teacher in writing. Your child will not be allowed to walk home without written permission.

Also, we are aware that children bring mobile phones into school, these are to be put in our lockers during the day and the children should not turn them back on until they are out of the school grounds at the end of the school day. If your child needs to use their phone at the end of the day whilst on the school premises, permission must be granted by a member of staff. Please can we also ask that children do not wear smart watches.

Thank you for your help in this matter.

Many thanks

H Crann  
Assistant Headteacher

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## End of School Day Arrangements

Child's Name \_\_\_\_\_ Class \_\_\_\_\_

My child will be collected from school by \_\_\_\_\_

My child will walk home from school independently.

*(Please delete as appropriate)*

A combination of the two above, please specify .....

Signed \_\_\_\_\_