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Headteacher: Lisa Rees

LR/MC 4363

6 November 2023

Dear parents/carers,

Safeguarding update

As you will recall, you have all granted or denied **permission** for how your child leaves the classroom i.e. will a parent/carer always pick up from the classroom. This permission is mostly given for older pupils e.g. year 5/6 who may walk to the park or walk home to give them a growing sense of independence before moving to secondary school. This permission was titled "My child can walk home alone" and I think this may have caused understandable confusion. Going forward, we will ensure that its title is more accurate: "My child may leave the classroom without a parent/carer being seen by the teacher". This 'yes/no' permission is the default permission which all staff (including supply) refer to when dismissing a class. It is possible to change this for one day by simply phoning the office e.g. parents occasionally ring to ask for their KS2 child to meet them at the park, if the parent is running late and deems their child old enough to be safe to do this. This would not change the default permission until the office is informed that such a permanent change is requested.

Class 3 will no longer wait for parents outside the classroom under the canopy. If your child has permission to leave without you being present (as explained above), they can leave as normal and meet you wherever you have agreed. As most of class 3 are too young for this permission to be granted, they will wait inside the classroom until the class teacher sees you through the window. If possible, we suggest you wait where you are easily visible as the parents from class 1 and class 2 do.

As part of our recent **Online Safety Policy Guidance**, that is available on the Policy section of the school website, there are Acceptable Use Agreements that we require all children and parents/carers to complete. These do not need to be renewed each year, but would require an update when your child moves into year 3 as there is one for KS1 (classes 1, 2) and one for KS2 (classes 3, 4, 5).

Please can you therefore read the **agreement forms** below with your child as completion indicates that both you and your child understand and agree to comply with these guidelines. You will need to complete one for each of your children, even if they are in the same key stage.

Classes 1 and 2: <https://forms.office.com/e/VU37H5pEPa>

Classes 3, 4 and 5: <https://forms.office.com/e/U64M2wC9bL>

We would be grateful if you could complete this by **Thursday, 23 November**. If you have any questions, please feel free to speak to either myself or your child's class teacher.

Regards,

Mrs Lisa Rees