



DREAM, BELIEVE, ACHIEVE

We are a school, rooted and inspired by Christian values, which nurtures children to achieve infinitely more than we might ask or they may dream; empowering them so they can flourish as confident citizens now and in the future.

Walking Home Alone Policy

& Missing Child Procedure

This policy is devised for the general health and safety of children for any child walking home or any pupil who may leave the school site without authorisation.

Parents of children who wish them to walk home unescorted by an adult, at the end of the school day 3.05 pm, must adhere to the following guidelines;

- Parents must have registered with the school that they are prepared for their children to walk directly home from school at the end of the day.
- Children must be in year 5 or 6.
- A Year 5 or 6 walking a younger sibling home will be discussed and managed on a case by case basis.
- It is the parent's responsibility to check the route that their children may walk home so that they may assess the appropriateness of the journey. The crossing of fast roads, walking through secluded areas is to be discouraged. A single route must be agreed.
- Parents must be certain that children have an awareness and understanding of the green cross code. It is the parent's responsibility to ensure they are sufficiently happy that their child is capable of undertaking the proposed journey safely.
- During winter months and/or inclement weather, children must be dressed appropriately.
- Children should preferably walk in a group and not alone.
- Children should know their home phone number (plus one other emergency contact) and have the ability to contact a parent or guardian in an emergency.
- There must be someone at home or the child's final destination to meet the child on their arrival.
- Any child must be capable of arriving home within 30 minutes of the end of the school day at 3.05 pm. Journeys over 30 minutes are not considered appropriate for children to walk at this stage.
- If any child does not arrive home within the agreed timeframe, parents must immediately notify the school so that appropriate action can be taken. The parent or guardian takes full responsibility for the safety of their child once they have left the school grounds.
- If any child does not arrive home within the agreed timeframe and direct contact with the child has not been established by either parents or school, the school will initiate the missing person's procedure in conjunction with the relevant authorities. (Appendix 1: Missing Person Procedure)
- If the missing person procedure is initiated there must be a point of contact remaining at both the home and school location until further advised by the relevant authorities.

* The term 'home' represents the final agreed destination of the child.



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- If your child does arrive home after the missing person procedure has been initiated, immediate notification to the relevant authorities/emergency services must be made. This is to enable the missing person procedure to be stood down.
- Once the missing person procedure is initiated responsibility will pass to the relevant authority to manage any further enquiries. Both parents and school will be guided by them so that a successful outcome is achieved.

CONFIRMATION THAT MY CHILD MAY WALK HOME ALONE

I confirm that _____ who is in Year _____ at St Michael's Church of England VA Primary and Nursery School may walk home from school alone. I confirm that I have read and understood the School's Walking Home Alone Policy.

Name: _____ Date: _____

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Appendix 1:

Missing Person/Child Procedure

1. If the young person has not arrived home in the set time frame, or has left school without permission, and contact cannot be established by either school or parents/guardian then: **999 must be called.**

2. 999 will be called by the school and we will take lead until the relevant authority takes control.

(This should be done by the Headteacher or Deputy Headteacher)

3. Relevant information about the child and the family will be shared. A photograph of the child will most likely be required. Along with contact information of parents. This can be found on Pupil Asset.

4. Once this stage is complete the 'Critical Incident' team (Red Book) must be informed.

**Critical Incident Support Line - 07623 912974 (8a.m. - 6p.m. Mon-Fri)
Norfolk County Council - 0344 8008020 (out of hours – serious incident)**

5. Guidance from relevant authorities, including Norfolk County Council will then be followed until the incident is resolved.

6. This procedure needs to be followed for any person/pupil who has left the school site without authorisation.