Health and Safety

The school has a Health and Safety Policy, below are some main points in the policy.

Attendance
- It is compulsory for schools to register attendance for morning and afternoon sessions. Parents are asked to telephone the school if their child is unwell before 9am.
- If children have an appointment during school time, an adult must collect them and sign them out. If they return during school hours they must be signed back in. The school has a computerised system for this. Appointment letters and cards must be shown to the school office to confirm the appointment.

General
- The morning school session starts at 8.55am but the school building is open for the children from 8.45am. The school will be responsible for the children when they enter the school building if they arrive between 8.45am and 8.55am. If parents leave children unsupervised on the school playground before 8.55am they must take full responsibility for them.
- Children who stay at school for lunch are not permitted to leave the school grounds during the lunch break.
- Children who have been home for lunch should not return to school until the start of their afternoon lessons (depending upon year group).
- Parents should take care when collecting children by car. Use the lay-by as drop-off point only. The car park is for staff only.
- The school should be notified of any change in arrangements regarding the collection of their children after school. Please complete our form called *"Notification of pre and after school care"* if children are to be collected on a regular basis by a nursery or child carer.
- ***If your child is on prescribed medication it is unlikely that they are fit enough to attend school and moreover we are unable to routinely administer medicine at school. Please read the medicine policy for more advice.***
- It is school policy for children to change, on arrival, into a pair of indoor shoes. This is to ensure the children's safety and to protect the floors and, as a matter of routine, applies all year round.