

## **KEEPING OUR CHILDREN SAFE**

Risk Assessments are planned for very specific reasons to keep children safe, they include:-

- Individual Risk Assessments for behaviour.
- Individual Risk Assessments for moving and handling & other Health Care Plans.
- Curriculum Assessments for PE, DT & Science.
- Disclosure checks are carried out on all staff appointed to the school as well as ensuring all visitors and students are checked as well.
- Risk Assessments for school premises are carried out regularly including fire safety, moving & handling, electrical supply etc.

Risk Assessments are carried out in accordance with Statutory Requirements & in line with school policies on a regular basis. Staff with key responsibilities are named in respective policies.

### **Handover Arrangements**

#### **At the beginning of the day:-**

- F2 parents wait with their child until the Teachers/Teaching Assistants come out onto the playground at 8.50am to collect them.
- Y1 children are called in at 8.50am and watched by the Teaching Assistants as they walk to their classrooms.
- Y2 – Y6 can either be dropped off at the gate, which is staffed from 8.50am or walked on to the junior playground by parents/carers. The doors are opened at 8.50am.

#### **At the end of the day:-**

- F2 parents/carers collect their child from their classroom door at 3.30pm. The children are handed over to the parents/carers by the staff.
- Y1- Y6 the Class teacher walks the children out of the school at 3.30pm and watches them walk to their parents. Y1 & Y2 parents/carers wait on the infant playground & Y3-Y6 on the junior playground.

### Supervision of children at break & lunch times

Pupils are supervised throughout break times. Arrangements are made depending on a child's individual needs and class needs.

### Safety outside the classroom

Risk Assessments are carried out where there are increased risks in particular subjects including when pupils are offsite. Risk Assessments are carried out by the teacher who is taking lead responsibility for the visit. Risk Assessments for offsite visits are verified by the headteacher.