Travelling To and From School policy

Confidence, respect and a love of learning

Article 3: The best interests of a child must be a top priority in all things that affect pupils.

Article 28: Every child has the right to an education.

Article 29: Education must develop every child's personality, talents and abilities to the full. It must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment.

Article 30: Every child has the right to learn and use the language, customs and religion of their family.

Article 31: Every child has the right to relax, play and take part in a wide range of cultural and artistic activities.

Approved by:	Curriculum and PersonnelCommittee	**Date:** October 2025
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1. Introduction

At Bonner Primary School, we aim to promote pupils' independence as much as possible. We recognise that, as pupils become older, parents may wish for their children to be able to travel to and from school independently. With this in mind, the school has created this policy to clarify the procedures in place to ensure that all pupils can travel safely.

There are no laws determining the age or distance of travelling to school independently. Parents are legally obliged to ensure their children get to school and attend regularly. As a school we are responsible for the welfare of pupils and therefore must consider what we believe is good practice in ensuring the safety of our pupils.

The aims of this policy are to:

- Clarify responsibilities of parents and the school, specifically the headteacher
- Outline the procedure for requesting permission to travel to and from school alone
- Establish effective procedures for travelling to and from a=school alone to maximise safety of pupils

2. Pupils at Bonner Primary School

Pupils in Reception, Years 1, 2, 3 and 4

Our agreed school policy is that no pupil in Reception, years 1, 2, 3 and 4 should travel to or from school on their own or be left on their own on the school premises either before or after school, unless attending breakfast club, a school club or the after school wrap around care provision.

The school will only allow named adults or older siblings to collect pupils unless the school has been informed by the parent that they have made an arrangement for another adult to collect their child. If no one arrives to collect a child in these year groups they will be kept in school and parents contacted.

If a pupil is not collected by 6pm, when the school official closes, then outside agencies will be contacted.

Pupils in Years 5 and 6

There is no set age when children are ready to travel to school or home on their own. It very much depends upon their maturity and confidence. Therefore, with regard to pupils in years 5 and 6, we believe that you are parents or carers need to decide whether your child is ready for this responsibility.

Children in Years 5 and 6 are not allowed to walk a younger sibling at the school home. This is for safeguarding reasons, even if parents give their consent.

In deciding whether your child is ready to travel to school you should assess any risks associated with the route and your child's confidence. Work with your child to build up their independence while travelling to school through route finding, road safety skills and general awareness.

There are lots of ways you can prepare your child to make an independent journey. Children who are driven to school do not have the opportunity to develop road awareness and are therefore more vulnerable when they start to travel to school independently. Travelling to school is a great opportunity to learn road safety skills. The best way to do this is to walk/cycle with your children from a young age, teaching them about

crossing the road, learning how to navigate and a host of other skills. This helps them gain the experience and confidence to deal with traffic and way finding on their own, in preparation for travelling with friends or alone when they are older.

3. Roles and Responsibilities

3.1 The Headteacher is responsible for:

- The overall implementation of this policy.
- Communicating this policy to all members of staff and parents/carers.
- Ensuring effective procedures are in place for pupils travelling to and from school alone.
- Deciding the years in which pupils may be considered for travelling to and from school alone.
- Informing parents where their child has not arrived at school to coordinate an effective response.

3.2 Parents/carers are responsible for:

- Adhering to the principles outlined in this policy.
- Carefully considering whether their child should be permitted to travel to and from school alone.
- Ensuring their child is aware of road safety and how to keep themselves safe when travelling to and from school.
- Ensuring their child is aware of, and adheres to, the established route for travelling to and from school.
- Submitting a request form to the school where they wish for their child to travel to and from school alone.
- Informing the school office when their child has not returned home from school.
- Ensuring that the school has up to date contact information for the responsible persons at the address(es) the pupil will be travelling to and from.

3.3 Pupils are responsible for:

- Ensuring they are competent to travel to and from school alone.
- Ensuring they are aware of the principles of road safety.
- Adhering to the route for travelling to and from school alone, as outlined by their parents.
- Behaving appropriately when travelling to and from school alone.
- Making sure they arrive at school on time when travelling alone.

4. Granting permission

4.1 If parents/carers would like their child to travel to and from school alone, they are required to complete the permission slip (Appendix A) and return it to their child's class teacher.

4.2 Parents/carers should ensure they have read this policy before granting permission for their child to travel to and from school alone.

4.3 The headteacher will only grant permission to pupils in years 5 and 6 – the school's policy is that no pupils in earlier years are able to travel to and from school alone.

4.4 If the headteacher or any other staff member is concerned about the suitability of your
child walking home alone they will contact you to have a discussion about their concerns

4.5 Children in Years 5 and 6 are not allowed to walk a younger sibling at the school home. This is for safeguarding reasons, even if parents give their consent.

4.6 If the headteacher feels the safety and welfare of a pupil is at risk at any point after granting permission, they withhold the right to withdraw their permission for the pupil to travel to and from school alone.

4.7 Parents/carers may withdraw consent at any point. To do so, they are required to inform the headteacher in writing.

4.8 The school will maintain a register of all pupils granted permission to travel alone to and from school. This is updated whenever permission or contact details are amended.

4.9 Only pupils named on the register will be permitted to travel to and from school alone. The register will be shared with all members of staff as necessary.

5. Travelling procedures

5.1 Class teachers will ensure only children with permission to travel home alone will leave school without an appropriate adult.

5.2 If, at any time, a member of staff is concerned about the welfare of a pupil by allowing them to travel home alone, the member of staff may not permit them to leave.

5.3 If a member of staff refuses to allow a pupil to travel alone, the parents/carers will be contacted

5.5 Parents/carers should ensure that they, or another responsible adult, are available at their home or agreed destination point once their child arrives home from school.

5.6 The school ensures that a register is taken at the beginning of the school day. If a pupil that travels alone has not arrived at school, and the school has not already been informed that the pupil will be absent, the parents/carers will be contacted.

5.7 A DSL will be notified of the pupil's absence and the procedures outlined in the school's
Attendance Policy will be followed.

5.8 If a pupil is late to registration more than three times, the headteacher will hold a discussion with the pupil's parents/carers to determine whether travelling alone to school is appropriate.

5.9 Where a pupil does not arrive home from school, parents/carers should contact the school to determine the time they left the school. The responsibility of the pupil lies with the
parents/carers once a pupil has left the school premises.

5.10 Where pupils will be travelling home from school after an after-school club run by an external provider, the parent/carer should liaise directly with the provider if they wish for their child to

6. Pupil Safety

In preparing pupils to travel to and from school safely, parents and carers should teach their child to:

- Always pay attention to traffic when crossing the street; never become distracted.
- Cross the road at a place where they can clearly see in all directions, avoiding crossing near parked cars or bends in the road.
- Look both ways before crossing; listening for traffic coming and keeping an eye on traffic whilst crossing.
- Look out for cyclists.
- Remember that drivers may not see them, even if they see the car/motorcycle/cycle.
- Remember that it is hard to judge the speed of a moving vehicle, so to be cautious.
- Never follow someone who is either a stranger or someone they know but who is not a designated 'safe' adult. (A safe adult is someone who has been previously agreed upon by the parent/carer and child to be safe, such as a grandparent or trusted neighbour).
- To wear high visibility clothing, especially in winter months and when visibility is reduced.
- Behave sensibly when travelling to and from school, including when with a friend.
- How to react if approached by a stranger and how to get help if needed.
- Walk straight to school and straight home, or to their designated destination (e.g. childminder).

7. Monitoring and Review

This policy will be reviewed annually by the headteacher. Any changes made to this policy will be communicated to all staff and parents.

Appendix A Travelling to and from school; alone request form

Dear Parents/Carers,

When you feel your child is ready, children in Year 5 and 6 can walk to and from school independently. In order to update our records, we would like all parents/carers who wish their child to walk home alone to complete the form below. This form can also be used if you would like to arrange to meet your child at a place off-site..

If your child is given permission to walk home alone, their teacher will allow them to exit at 3.15.

Children will not be allowed to walk home without the form being completed and returned to school. If you decide at a later date that you wish your child to start walking home alone, please ask for another copy of this letter from your child's teacher.

Before giving your child permission to walk home alone please read the School's Travelling to and From School Policy, available on our website.

Children in Years 5 and 6 are not allowed to walk a younger sibling at the school home. This is for safeguarding reasons, even if parents give their consent.

Thank you for your support and if you have any questions please see your child's teacher.

……

I give permission for my child

Name: _____ Class: _____

to walk home alone at the end of the school day

Signature: _____ Date: _____