

Supervision and Safety

Collection from clubs taking place in the KS2 building is from the playground under the supervision of the club leader. Collection from sports clubs is from the club venue of the field, hall or playground. Collection for clubs held in Class 3 is from the classroom. The organising member of staff will ensure that children are dismissed to parents and that they remain onsite until all children are collected. Under no circumstances will children be allowed to wait outside the school unsupervised before collection by parents or sent home with an unauthorised adult.

If a parent delegates responsibility for collecting their child to another adult or wants their child to walk home unsupervised then they must put this in writing. Siblings of children attending clubs are to be collected as usual at the end of the normal school day. Neither the school nor the club organiser is responsible for the supervision of siblings during the club session. In case of fire, children will be led on to the playground where the club organiser will check the club register.

Any concerns regarding the safety or welfare of a pupil during club sessions must be logged on a green form.

Lunchtime Clubs

Teacher-led lunchtime clubs follow all regular school procedures. They will run from 12:00-12:30 for KS2 pupils and from 12:30-1:00 for KS1. Permission slips are not required for lunchtime clubs.

Should a teacher have to cancel a lunchtime club, children should follow their normal lunchtime procedure. All children-led lunchtime clubs need to have an adult who agrees to be available to supervise in case of emergency.