

2nd September 2021

Dear Parents

Hometime Safeguarding Procedures for Pupils in Years 4, 5 and 6

Following a review of our Hometime Safeguarding Procedures, and in consultation with Staff and Governors, we again require all parents to complete the authorisation form below to confirm the hometime pick up arrangements for children in Years 4, 5 and 6. By completing this information you will help the staff at St Peter's to keep your child/ren as safe as possible at the end of the school day.

If you wish older siblings to take responsibility for their younger brothers and/or sisters please ensure:

1. You are confident that your eldest child will act in a responsible manner while taking younger children home
2. You must notify the school office in advance of the precise hometime arrangements for your child/ren.

Please complete and return the form below to the school by Friday 10th September. This will enable us to complete class lists so that teachers will be clear about your arrangements for child/ren in Years 4, 5 and 6 at the end of the school day. These procedures will be implemented starting Monday, 13th September, at which point, if you have not authorised us to do so, your child will not be allowed to leave the school premises until an adult collects them.

Thank you in advance for your co-operation in this important safeguarding matter.

Yours sincerely

Miss M Du Bruyn
Headteacher



St. Peter's Catholic School, Woolwich SE18 7BN



Hometime Safeguarding Procedures for Junior Children

Child's Name _____ **Class** _____

PLEASE TICK AS APPLICABLE

My child will be collected from school (Year 4 by the slope/Years 5 and 6 by the main entrance) by:-

Name of adult collecting your child	Relationship to child
1.	
2.	
3.	

OR

I give permission for my child to go home alone/unsupervised by an adult at hometime.

I understand that if arrangements change I will need to notify the school office

Signed **(parent)** **Date**