COLLIS PRIMARY SCHOOL

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Dear Parents and Carers,

Late collection of children at the end of the school day

Firstly, we would like to acknowledge and thank the vast majority of parents/carers who always pick up their children on time.

The impact on a child of not being picked up from school on time cannot be underestimated. The child that has been left behind will feel an increasing level of anxiety and distress the longer that they are unsure of where their parents are. Clearly this is not a good thing to happen to any child.

The impact on the school of having a child left behind at the end of the day is also great as it requires a member of staff to supervise that child. This means that those staff will not be able to undertake their duties in preparation for children's learning the following day and this also incurs an additional staffing cost to the school.

Unfortunately, we are seeing an increasing number of occasions where children are being picked up late.

We fully aware that there are frequently valid reasons or emergencies where the parents/carers have been delayed and, when the school is informed in advance of this, we will always take an understanding view.

However, some parents/carers appear to be unwilling to acknowledge the impact that this has on both their child and the school and seem to think that the school is able to offer a free, out of hours childcare service. It is because of these few who regularly pick up their child late with no prior contact being made to the school that the following policy on pupils collected late will now come into immediate effect.

From Monday 10th February 2020 the following will apply:

- All parents/carers should be onsite and ready to pick up their children when school learning ends.

- Children who are not picked up after 10 minutes of the end of the school day, will be taken to CATS where they will be supervised by school support staff.

- This will incur a charge of £15. However, the penalty will only come into force when they have been late more than two times in the current academic year.

- To comply with Policy, if the school **is not informed** and child is not collected by 60 minutes after the end of school day deadline, Social Services may be informed.

- **Late Collection from CATS** after the 5:55pm deadline will incur an immediate charge of £15.

Thank you for your continued partnership in safeguarding the children and supporting their learning and wellbeing.

Collis School