



## Stockton on the Forest Primary School Gate Policy

The premises of Stockton on the Forest Primary school are served by a long, narrow drive.

Entrance to the school is through a gate at the end of the drive.

At key times of the day a large number of the school community use the pathway next to the drive when they walk their child to and from school.

The school governing body, assisted by the health and safety team from the local authority have identified that traffic using the drive at peak times of the day is a safety hazard for children and adults using the pathway.

The school governing body has a statutory duty to secure the safety of all adults and children using the school drive at all times.

Traffic is therefore prohibited from using the drive during peak times and the shutting of the gate at the end of the drive is used to enforce this safety arrangement.

Traffic calming measures (speed bumps and signage) are employed along the length of the drive to ensure that drive users at other times of the day are required to drive slowly (at a speed of around 10 miles per hour). The governors reserve the right to employ whatever safety measures are deemed necessary to secure their statutory duty to protect those using the school driveway.

The gate will be shut from **08.30 to 09.00am** in the morning

The gate will be shut from **3.00 to 3.30pm** in the afternoon.

This is to secure the safety of children and adults using the school driveway during these times of the day.

Parents and children with disabilities who feel they need to drive up the school drive during these times should make an application to the governing body to be permitted to:

- 1) Receive the code for the padlocked gate.
- 2) Bring or pick up their child earlier than 08.40 or 3.00pm. They can then shut the gate on the school's behalf once they have dropped off their child in the morning or on leaving the premises at 3.00pm.
- 3) Bring or pick up their child later than 09.00am or 3.30pm. They can then open the gate on the school's behalf when they arrive to drop off their child at 09.00am or to pick them up at 3.30pm.

### **At 08.30am**

- 1) The gate will be shut by the nursery or
- 2) The gate will be shut by a member of support staff from the school who arrives at this time of day or
- 3) The gate will be shut by a parent who has brought their child to school early for reasons of accessibility, on their departure from school.

#### **At 09.00am**

- 4) The gate will be opened by the nursery or
- 5) The gate will be opened by a member of school staff who arrives at this time or
- 6) The gate will be opened by a parent who has brought their child to school late for reasons of accessibility on their arrival at school.

#### **At 3.00pm**

- 7) The gate will be shut by the nursery or
- 8) The gate will be shut by a parent who has picked their child up from school early for reasons of accessibility, on their departure from school.

#### **At 3.30pm**

- 1) The gate will be opened by the nursery or
- 2) The gate will be opened by a departing member of school staff or
- 9) The gate will be opened by a parent who has picked their child up late from school for reasons of accessibility on their arrival at school.

The health and safety implications associated with traffic on the driveway will be kept under review by the governing body through governing body meetings.

The head teacher will update governors on any incidents and complaints associated with the traffic on the driveway.

The governing body will take advice from the local authority health and safety team in order to inform any decisions made around the closure or opening of the school gate.

Decisions made about the opening and closing of the school gate will be made by the governing body of the school. All decisions will be based on the primary objective of securing the safety of all children and adult pedestrians, whilst taking into consideration the needs of all members of the school community.

Governors will ensure that they secure accessibility by making reasonable and proportionate adjustments for those with disabilities or additional needs.

Any reasonable and proportionate adjustments made should not compromise the safety of other driveway users.

Any changes to arrangements made will be agreed by the governing body and communicated to parents.

#### **Policy Review**

This policy will be held under review by the governing body at their meetings.

**September 2019**