



HPS SAFETY AND SECURITY POLICY

EXTRA-MURAL / AFTER-SCHOOL SUPERVISION (GRADES 1 – 3)

This policy is designed to ensure the safety and security of our young JP pupils who will be supervised at all times outside of formal school hours, whether involved in extra-murals, waiting for lifts, or making their way to designated pick-up points. Of particular concern are the children hanging around waiting to be collected with older (SP) siblings. Compliance with this policy is requested of all parents.

GRADES 1 AND 2 (MONDAY TO THURSDAY):

Attending Extra-mural Activities:

- Pupils dismissed at 12:45
- Go to field for lunch break
- Collected by coaches/activity providers at 13:00 for activities from 13:05 to 14:05
(Wet weather: activities continue indoors)
- Parents collect pupils from JP gate (Gate 1) at 14:10
- Pupils not collected by 14:20 will be accompanied by the gate duty educator to the guarded waiting area outside SP (Gate 5), for collection.

Not attending Extra-mural Activities:

- Pupils dismissed at 12:45
- Wait with the gate duty educator at JP waiting area outside Room 1.
- JP gate locked at 13:00
- Pupils not collected, will be supervised by a staff member until 14:10, in various venues (JP office can advise)
- Supervision staff will accompany pupils at 14:10 to the SP guarded waiting area (Gate 5) for collection

GRADE 3 (MONDAY TO THURSDAY):

Attending Extra mural Activities:

- Pupils dismissed at 14:10
- Report directly to coach / activity provider for activities from 14:20 to 15:20
(Wet weather: activities continue indoors)
- Thereafter sent directly to the guarded waiting area outside SP (Gate 5)

Not attending Extra-mural Activities:

- Pupils dismissed at 14:10
- Pupils wait with the duty educator at JP waiting area outside Room 1.
- JP Gate locked at 14:20
- Pupils not collected will be accompanied by the gate duty educator to the guarded waiting area outside SP (Gate 5) at 14:20

GRADES 1 – 3 (FRIDAY):

- Pupils dismissed at 12:15
- Pupils wait with gate duty educator JP waiting area outside Room 1.
- JP gate locked at 12:50
- Pupils not collected will be accompanied by the gate duty educator to the guarded waiting area outside SP (Gate 5) at 12:50