



HPS SAFETY AND SECURITY POLICY

EXTRA-MURAL/AFTER-SCHOOL SUPERVISION (GRADES 4 – 7)

This policy is designed to ensure the safety and security of our 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. Compliance with this policy is requested of all parents.

MONDAY TO THURSDAY:

Attending Extra-mural Activities:

- Pupils dismissed at 14:10
- Go to Activities
- Wet weather: activities continue indoors, or supervised by coaches, unless collected by parents.
- Parents collect pupils from waiting area at 15:20 (Gate 5)
- Pupils are not to go to the Climbing Wall / Field Pedestrian Gate (Gate 9)
- Pupils not collected by 17:00 will be placed outside the waiting area (Gate 5), on the pavement, as guard goes off duty

Not attending Extra-mural Activities:

- Pupils dismissed at 14:10
- Go to waiting area
- Climbing Wall / Field Pedestrian Gate (Gate 9) is only open until 14:20. Thereafter pupils have to go to the waiting area (Gate 5)
- Pupils not collected are to wait in the guarded waiting area
- Pupils not collected by 17:00 will be placed outside waiting area (Gate 5) as guard goes off duty

FRIDAY:

- Pupils dismissed at 12:50
- Pupils wait in the waiting area
- Climbing Wall Gate / Field Pedestrian Gate (Gate 9) is only open until 13:10. Thereafter pupils have to go to the guarded waiting area
- Pupils not collected by 17:00 will be placed outside waiting area as guard then goes off duty

**NB: Pupils may NOT be left waiting for lifts for many hours.
(Contact Lyn Kirk at Aftercare – 031 765 5740)**