Burnt Tree Primary School

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Monday 5th October 2026

Dear Parents and Carers,

Changes to collection arrangements and pupils walking home alone.

As part of our ongoing safeguarding procedures, we have reviewed the arrangements for pupils being collected from school and for pupils walking home alone.

The following arrangements will come into force after half term, from Monday 2 November 2026.

From this date:

- **Only pupils in Year 6 will be permitted to walk home alone.** Parents/carers must complete and return a Year 6 Walking Home Alone Permission Form before this arrangement can begin.
- Pupils in Nursery to Year 5 must be collected from school by a parent, carer or another authorised responsible person **over the age of 16.**
- This means that school-aged siblings, including pupils in Year 6, will no longer be permitted to collect younger brothers or sisters.
- Parents/carers must inform school if there is a change to their normal collection arrangements.
- Year 6 pupils who have permission to walk home alone are expected to leave school sensibly and behave appropriately. Permission to walk home alone may be withdrawn where there are concerns about a pupil's behaviour or safety.
- Permission to walk home alone at the end of the normal school day does not automatically apply following an after-school club or other later-finishing activity. Separate arrangements should be agreed with school where required.

We would also like to remind parents and carers that pupils should be collected promptly at the end of the school day. Charges apply for late collection in accordance with Burnt Tree Primary School's Late Collection Policy.

Parents and carers of Year 6 pupils who wish their child to walk home alone should complete the attached permission form and return it to the school office. Existing arrangements will not automatically continue after half term unless the appropriate permission is in place.

Thank you for your cooperation and support in helping us to keep all pupils

Kind Regards

J Bayliss

Mrs J Bayliss
Head Teacher