



The Bishops'
CofE Learning Academy



Access to School Site Policy

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Date Adopted by Governors	11th February 2025
Scheduled Review Date	Spring 2027
Statutory or Best Practice Policy	Best Practice
School or Trust Policy	School

We want to ensure that your needs are met.

If you would like this information in any other format, please contact us on
01637 303106 or email info@kernowlearning.co.uk.

#AsOne
Kernow Learning

Introduction

The Bishops' is fully committed to the health, safety and well-being of all pupils, staff and visitors. This policy aims to outline the rules and guidelines for safe access to and from our school site and has been set with the safety and security of your children as a top priority. We ask for your co-operation at all times.

Christian Distinctiveness

At The Bishops' Church of England Learning Academy, our mantra, 'Faith to Belong, Believe, Aspire and Achieve' is based on The Parable of the Mustard Seed:

If you have faith as small as a mustard seed, you can say to this mountain, 'Move from here to there,' and it will move. Nothing will be impossible for you. Matthew 17:20

This underpins our Christian vision statement at The Bishops':

We belong to Team Bishops' where through our Christian distinctiveness and nurturing ethos we celebrate our differences. We believe that we will achieve through inspirational, exciting and challenging learning that utilises our natural environment. We aspire to create endless possibilities for our pupils and to make a positive contribution to society. We achieve by enabling everyone to flourish academically, spiritually and emotionally.

Context

School day

Gates open at **8.40am**

Start of the school day: **8.55am**

End of the school day: **3.15pm**

Access

- All access onto or off the school site, for pupils and parents is on foot through the main pedestrian gates and KS1 and KS2 internal gates.
- Pupils with bikes or scooters must dismount on entering the school site and push them to avoid collision with any pedestrians. Similarly, on leaving the site, bikes and scooters should not be ridden until outside of the school perimeter.
- Gates will be opened at 8.40am and locked at 3.30pm.
- Pupils can arrive on site from 8.40am onwards; the school does not provide supervision before this time and so pupils must not arrive any earlier, unless booked into Early Birds, our breakfast club provision, which begins at 7.45am.
- Between 8.55am and 3.15pm all parents and other visitors must enter and exit the building through the main reception/school office area.

Access to School Site Arrangements

Nursery

- Parents are asked to bring their child to the Little Fistril classroom via the path around the outside of the school building, entering through the KS1 gate.
- Nursery sessions start at 8.40am and finish at 3.15pm where pupils can be collected from the classroom by a parent or carer.

Reception, Key Stage 1 and Key Stage 2

- On arrival at school, all parents are welcomed at the main gates.
- Parents are welcome to bring their children into the school grounds, entering through each gate, and we ask that parents leave their child at the classroom door and encourage them to be independent at going into their classroom.

- Pupils must enter and exit the site on foot, pushing bikes and scooters as stated previously.
- At 3.15pm, staff will release their children from the classroom door when they can see a parent or carer.
- Parents are asked to escort them safely, on foot, from the school site. Please note that staff will always be available around the outside of the building at this time, but the child's safety, wellbeing and behaviour are the responsibility of the parent.
- Staff will always work hard to accommodate individual arrangements for collection, but these must be made by the parent in person and in advance.

Year 5 and 6 pupils

- Children in Years 5 and 6 are allowed to arrive on site at the beginning of the day and leave at the end of the day unaccompanied – this is entirely the parents' choice and responsibility. Parents must confirm this with the school in writing, by completing a consent form.

Access for Staff and Authorised Visitors

- There is a small school car park for the use of school staff and authorised visitors i.e delivery vehicles and taxis provided by the Local Authority only, at the beginning and end of the school day.
- A speed limit of 5mph applies in the school carpark.
- Drivers of authorised vehicles must be vigilant at all times when entering and exiting the site.
- Drivers of authorised vehicles should reverse into parking spaces.
- Contractors may use the car park during the duration of works on site and to offload work tools and other necessary equipment.

Access for Disabled Pupils

- The school building is on a level site and therefore there are no access issues for pupils with a mobility disability. To ensure access to school is as easy as possible, parents of pupils with mobility disabilities or specific medical needs have the use of two clearly marked, designated spaces for disabled use only. Please note that "disabled" refers to the pupil, not the adult.
- No other vehicles should be parked in these spaces at any time.

Parking

In order to ensure the safety of our pupils, staff, parents, carers and visitors, it is essential that a strict Car Park Policy is in place to manage parking on the school site. All staff at The Bishops', use the car park as a main point of access and drivers should be constantly aware of pedestrians in the car park.

Dogs

- Dogs are not permitted on any part of the school site (with the exception of assistance dogs).

Smoking and Vaping

- Smoking and vaping is prohibited on the school site.

Thank you for your cooperation.