



BREWSTER AVENUE INFANT AND NURSERY SCHOOL POLICY ON SITE ACCESS

This policy was ratified by the Full Governing Body on: 6th June 2018

Date for review (this policy will be reviewed every three years): Summer 2021



1. Aim

1.1. Our aim is to provide a safe and secure environment for all our pupils, staff and visitors. Our policy on site access ensures that we have in place effective procedures to enable us to achieve this aim.

2. Roles and Responsibilities

2.1. The Governing Body is responsible for formulating the policy on site access and monitoring its implementation.

2.2. The Headteacher is responsible for implementing the policy on site access, agreed by the Governing Body.

3. Site Access – Brewster Avenue Entrance

3.1. The Brewster Avenue Entrance is not wide enough to have a separate path for pedestrians, therefore vehicles and pedestrians both use this entrance.

3.2. To minimise the risk to pedestrians there is a 5mph speed limit, speed humps, a security bollard and traffic warning signs.

3.3. Parents and children are regularly informed about being extra vigilant on the driveway e.g. via the school newsletter and parents are encouraged to supervise their children closely.

3.4. The security bollard is raised at 8.30am Monday to Friday and remains active until 4pm, to manage vehicular access to the site.

3.5. Due to the high number of pedestrians at the beginning and end of the school day, vehicle restriction times are implemented (not including emergencies):

- 8.40am – 9.10am
- 2.50pm – 3.30pm

3.6. School staff have a fob to operate the bollard.

3.7. Visitors to school need to use the intercom near the bollard to speak to the office staff to gain vehicle access to the site.

3.8. Site access for vehicles is for:

- School staff
- Professional visitors to the school or family centre
- Deliveries
- Blue badge holders
- Emergency vehicles

4. Site Access – New Road Entrance

4.1. The New Road entrance is specifically for pedestrian access.

4.2. The New Road gate will be open for pedestrian access from 8am.

4.3. The gates will be locked at 9.10am for the school day and reopened at 3pm. The gates are closed overnight from 3.30pm.

4.4. Pedestrians are reminded to walk on the path at all times.

4.5. Cyclists should dismount when on the school site as paths are not wide enough for vehicles and pedestrians.

5. Safeguarding

5.1. Children do not access outdoor learning areas before 9.15am or after 2.45pm.

5.2. Children access outdoor areas between 9.15am and 2.45pm when external gates are locked.



6. Monitoring

- 6.1. The Headteacher monitors the effectiveness of this policy on a regular basis, reporting to the Governing Body and if necessary, making recommendations for improvement.
- 6.2. The Governing Body will review this policy every 3 years, or earlier if needed.