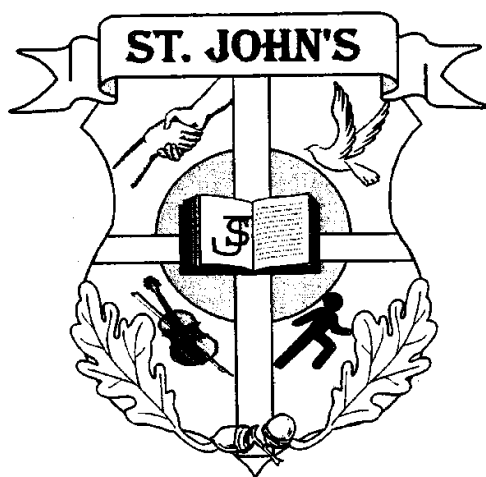


**St. John's Primary School
Bligh's Lane
Derry**

**A Policy for Collection of Children
at Home-time
2026**



"Learning Together Growing Together"

Mission Statement

At St. John's Catholic, Primary School (PS), we provide a happy, nurturing, inclusive, learning, environment which delivers high quality outcomes and life-enriching experiences. We embrace diversity and encourage all to respect the environment and develop the confidence and digital skillset required to contribute to society and the local and global economy. We work collaboratively with parents/carers and community partners to promote the social, emotional, intellectual, and spiritual well-being of each individual, thereby enabling our school family to 'Learn Together' and 'Grow Together.'

In the interests of the children's safety, it is important that everyone in school is clear about pick-up/collection routines and therefore we ask for your support in following the guidelines: -

- Children in Year 1 & 2 should be collected promptly at 2.15 unless they have siblings in Year 3 – 7 or are staying for school clubs;
- It is important your child fully understands who is collecting them from school. This should be arranged before your child comes to school;
- Your child's class teacher should be informed of any change to the normal daily pick-up arrangement;
- If you are unavoidably delayed, please phone the office and let us know as soon as possible and we will take an appropriate course of action; and
- Please advise your child that, if you do not arrive, he/she should report to the school office. Children will then be sent to a school club until you arrive. This will reinforce what we are telling the children in school and will avoid unnecessary worry.

In the interests of the children's safety, to avoid the potential for accidents and to ensure easy access for emergency vehicles, the car park is only available to staff, service vehicles and those with disabilities. The only exception should be if a prior arrangement has been approved by the Principal.

It is school policy that children in Year 1 – Year 4 classes should be collected by an appropriate adult after school unless otherwise agreed through discussion with the Principal.

Monitoring and Evaluating the Policy

This policy will be reviewed in 2029 or in line with new legislation/recommendations.

Signed: _____

Kathleen McCallion

(Chairperson of the Board of Governors)

Date: _____

(Ratified at Board of Governors' meeting)