

**Road Safety Policy**

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| **Version:** | 1 |
| **Authorised by:** | **S. Morrison CEO (Chief Executive Officer)** |
| **For use in:** | All Elmtree Learning Partnership sites |
| **Date:** | 1st September 2024 |
| **Review Date:** | 1st September 2025 |

At Elmtree Learning Partnership we believe that a road safety policy provides a framework of mutual understanding for students, staff, parents/carers, and the community who interact with the centre to provide a safe environment. The main intention of this policy is to ensure the health, safety and welfare of our students who use the services and facilities of this centre.

Elmtree Learning Partnership is concerned about all issues relating to road safety, both within the curriculum and day to day practices such as travel to the centre site and organised centre trips.

Elmtree Learning Partnership feels that the main responsibility for children’s safety lies with the parents/carers. However, the joint approach of everyone concerned with the care of children has been proved to be the most effective way of teaching road safety. We will, when necessary, liaise with the Local Authority Road Safety Officer and Local Police on all road safety matters.

# Aims

* To ensure that children, their parents, and teachers are safe on the roads. Elmtree Learning Partnership recognises the threat of death and injuries on roads to pupils, parents and teachers and has prepared this policy to reduce that threat.
* The centre encourages the use of other interested agencies in the delivery of road safety education and regularly uses the services of the Road Safety Officer and our Community Police Officer.

# Parents

* It is vital for the safety of all, that parents observe any road markings/or warning signs at the centre gates.
* Parents must ensure that children are restrained correctly in cars and supply the correct and legal car seat if required.
* Parents should help their children develop road safety skills and encourage them to become independent and responsible road users.

# Trips

* Parents will be notified before any trip. A consent form will have been signed in relation to short excursions off centre premises.
* Adequate adult supervision will be provided.
* Adults accompanying trips will be fully briefed on their responsibilities and duties.
* Adults should walk on the roadside of the pavement.
* One adult should be at the rear of the group and others spaced at intervals.
* When crossing a road any accompanying adults should follow the directions of the teacher in charge.
* Enough time will be allowed for a safe journey and, if appropriate, children will be involved in the planning of the route.
* A full first aid kit will be taken on all out of centre trips and visits.
* The centre mobile phone will be taken on all trips and visits.
* **Pedestrian Trips** - When crossing roads, safe crossing places will be used wherever possible. If zebra or pelican crossings are used, the teacher in charge will proceed to the centre of the crossing only when vehicles in both directions have stopped and the adult helpers will lead the children across the road.
* **Transport of Children in Staff/Parents’ Cars** - Parents and staff transporting children in their own vehicles must have a full driving licence. Their insurance policy must be valid and sufficient for this purpose. There must be the correct number of operational seatbelts and it is the responsibility of the driver to ensure that they are worn. The new regulations from September 2006 regarding booster seats will be adhered to.In the Event of an Accident a designated adult will take responsibility for the group whilst the incident is dealt with. Wherever possible, a qualified “First Aider” will accompany the trip.

This policy forms part of the centre’s overall Pastoral Care Policy and will be monitored, reviewed, and amended (as required) on an annual basis.