

Boxgrove Primary School

Boxgrove Road, Abbey Wood, London, SE2 9JP

Tel: 0208 310 1912

Email: bgcontact@compassps.uk

Website: www.boxgrove.greenwich.sch.uk



Executive Headteacher: Ms Holly Gibson

Headteacher: Mr Christopher Rae

Deputy Head: Mr Richard Butler

The Health & Safety Act at Work Act

This Act now applies to School Buildings and organisations and there are one or two aspects which must be made clear to you.

1. The school accepts NO RESPONSIBILITY for children who are on the premises (building or playground) before 8.45am or after 3.30pm, unless they have been registered in Breakfast Club from 8am or registered in an After School Club between 3.30pm and 4.30pm. If you are waiting for your child in the school grounds you are responsible for any other children with you. **They should not be using school equipment as we are not covered by insurance for them if they have an accident.**
2. Parents are responsible for children once they are dismissed from the school premises e.g. crossing the road.
3. Parents are reminded that parking on the Zig Zag lines is illegal and endangers all children.
4. If clothing worn by your child constitutes a safety hazard, e.g. unsuitable shoes for playground games, you will be notified and the child will be unable to take part in that lesson or playtime until suitable clothing is provided.
5. Children should not wear jewellery other than **studs** for pierced ears.
6. Although we have first aiders on the premises, we can only be responsible for providing treatment for injuries that occur at school or whilst children are on school trips. We cannot be responsible for providing treatment for cuts and grazes which occur at home, or while off school premises in the care of parents/carers.
7. In the interest of safety all exits should be clear so that the school could be evacuated in an emergency.
8. Children should not bring personal property into school. The school accepts no responsibility for their loss.
9. Parents having an appointment with a teacher should enter the school by the office. To ensure security of children and staff, the school has a 'challenge adult' policy so parents are asked to wait for the children to join them.
10. It is vital that parents let the teacher know in advance if a child is to be met by a different adult than usual.
11. Parents are reminded that the car parks are **DANGEROUS**. The rear car park will be open to parents/pupils only between 8.45 am and 9.00am and 3.25pm and 3.45pm when staff are not permitted to use their vehicles. The car parks at the front of the building should never be used by parents/and or children.
12. There are **NO SMOKING** signs up in the school and parents are asked to refrain from smoking in the building and the school grounds. This no smoking policy includes all types of e-cigarettes.
13. Parents are requested not to give their children food or drink until they are out of the gate and off school premises; this includes the Office Reception area.

14. No dogs are allowed on school premises, only guide dogs are permitted in the school grounds.

15. Any medication that is brought into school must be prescribed, in its original packaging and given in at the School Office where you will be required to complete a form regarding administering such medications. This form will require the Headteacher's signature.