



# Widmer End Community Combined School and Pre-School : Gate Pass Application

I give permission for my child as named below to have a gate pass to exit Widmer End Community Combined school on the below dates and times. Please email this form to [safeguarding@widmerend.bucks.sch.co.uk](mailto:safeguarding@widmerend.bucks.sch.co.uk) and include 'Gate Pass' in the subject header or hand this form into the school office for Miss Allen's attention.

## After submission of this form

Upon submitting this form, you, as the parent/carer of this child, have the responsibility to inform the school if the times change for your child. Any changes must be made in writing to the above email address. Without prior notification to the school your child **will not** be allowed to leave the school unaccompanied.

Upon receipt of this form, your child will be provided with a gate pass that they must keep with them. It is you and your child's responsibility to know what times they are allowed to walk home. Please speak to your child about this at home to ensure they know.

## My child does not walk home but I may need them too occasionally?

If a child who does not normally walk home and does not have a gate pass but needs to on the odd occasion. It is the parent/carer's responsibility to provide in writing that consent has been given for this to happen prior to 2.45pm on the day to the school office and they will notify the relevant staff.

## School finishing early

At times of school finishing early (for example, sports day or at the end of term). If your child holds a gate pass they will be allowed to walk home at the time of school finishing. If you wish for that **not** to happen it is your responsibility as parent/carer to inform the school in writing to the school office no later than the day prior to that date.

**Please mark with a tick which times you allow your child to walk home from school.**

	Agree
3.15pm	
4.15pm (After club)	

Childs Name:

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Child's Year Group:

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Parent Name:

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Parent Signature:

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Date form  
completed.....

**Without a fully completed form your child will not be allowed to leave school.**

Please email completed forms to [safeguarding@widmerend.bucks.sch.uk](mailto:safeguarding@widmerend.bucks.sch.uk)