



Mission Statement:

The Sacred Heart is a Community committed to the education of its pupils in a Catholic Christian ethos, where each person is invited to serve God and others in faith, hope and love.

Aims:

To foster spiritual growth in Christian faith and values
To value, appreciate and enjoy learning.
To work for excellence
To further curiosity and creativity
To aspire to high ideals
To stimulate generous service of others

Uncollected Children Procedure

Aim:

To ensure the safety of pupils and support parents

Lower School

Pupils who are not collected from the Back Gate are taken back to the Boarding House and signed in there

Senior School

Pupils not collected by 4.00pm at the Back Gate are sent back to the Boarding House by the teacher on duty.

Bus Pupils

Some pupils travel by bus and if the bus is late this is reported to the office by the bus prefect. The children wait in the Boarding House until the bus arrives or until they are collected by parents who will have been contacted by the Secretary or the bus company.

As there are the Sisters and Boarding House Staff, pupils can always be looked after.
Parents sign their child out before leaving.

Parents are contacted if pupils are distressed or not collected after 4.30pm.

Monitoring & Review

Senior Management Team will annually review any instances of pupils being left.

(Prepared June 2008 DPW; Oct 2011 Sr F; Next review due:- Sept 2012)