SUTTON VALENCE SCHOOL
SINCE 1576

Pupil Access Policy

(Senior School)

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The aim of this Policy is to state the School's procedures for controlling or denying unauthorised access by pupils to potentially dangerous or risky areas of Sutton Valence School (SVS) buildings and grounds. Rather than formalising our education of these risky areas, and pupil access thereto, for the most part the flow of pupils around site and off-site is based on common sense and trust. There are times when a formal proactive or reactive instruction is required, but common sense prevails on many occasions.

Introduction

The Governors, Headmaster and staff of Sutton Valence School are fully committed to ensuring the safety and welfare of all pupils at the School. On a large and complex site such as this there are bound to be areas within the buildings or the grounds that are considered to present risks to the safety of pupils who may accidentally or deliberately stray into them.

Procedures

The School makes every effort to ensure that all potentially dangerous areas are, wherever possible, made secure by fencing, locking, signage or otherwise physically preventing access to them. Areas temporarily out of bounds are, where possible, fenced or cordoned off and appropriate warning notices are placed to describe the danger.

Much of the School grounds away from the central buildings are lit from dusk to dawn and every effort is made to assess that the level of lighting is suitable.

Pupils are informed or reminded regularly by residential staff of the dangers of entering risky areas of the School. They are made aware that to enter such an area deliberately is regarded as a very serious disciplinary offence that will be dealt with in an appropriate manner.

The surrounds of Sutton Valence School are protected by CCTV. The duty caretaker patrols the School site in the evening and makes sure it is secure. All School buildings have access- controlled doors, which are timed to exclude pupils after 5.30pm each weekday, after 12.30pm on a Saturday and all-day Sunday. Only pupils who board have access to their boarding house. School Lane is out of bounds to pupils, save for the need for members of the boarding community to make their way to and from School.

A security risk assessment for the School site and areas deemed as potential risks is regularly updated. We ensure that pupils do not have unsupervised access to potentially dangerous areas, such as the Science Laboratories, Gulland Hall Art dept and the Design Technology building. Doors to

these areas are kept locked at all times when not in use. All flammables and laboratory chemicals are kept securely locked in appropriate storage facilities.

Pupils are not allowed to use the sports centre/s (sports hall, conditioning suite, cardiovascular suite, athletics track or swimming pool) without supervision.

Areas Out of Bounds to Pupils at all times

- Maintenance Workshops
- Gardeners' greenhouses and sheds
- Bonfire area on BM
- Grounds containers/sheds
- Boiler rooms
- Refectory kitchen
- Cleaning cupboards

Areas Out of Bounds to Pupils unless supervised by a member of staff

- BM (School playing fields)
- Assault Course
- Upper Cricket Ground
- CCF huts
- Medical Centre