



NEIGHT HILL  
HIMBLETON  
DROITWICH  
WORCS  
WR9 7LE

Telephone: 01905 391231

Website: [www.himbleton.worcs.sch.uk](http://www.himbleton.worcs.sch.uk)

HEADTEACHER: Mrs. Gemma Martin

---

Monday 14<sup>th</sup> February 2022

### SAFEGUARDING OUR CHILDREN

Dear Parents/Carers,

I write in relation to how we enter and exit our school site. In recent years, the locked gate system has necessarily been installed. This is to ensure that we are in line with safeguarding requirements; visitors are not able to access the grounds without being allowed in by a staff member. This ensures that everyone on site is accounted for at all times and avoids entry of anyone that is not authorised to be on the premises.

It is becoming an issue that the gate is being left open at certain times, particularly when people are dropping off at Breakfast Club and picking up from After School Care. Although I appreciate that the gate can sometimes mean that you may have to wait to be allowed in and out, I must stress the importance of ensuring that it is not left open. By leaving the gate open, the opportunity for someone without authorisation to enter our site or for one of our children to leave unaccompanied is being enabled. Both scenarios compromise the safety of the children and this must be avoided at all costs. Please make sure that you always close the gate behind you.

In addition, please try to stand close to the operating panel when ringing for attention; this enables the responding staff member to hear you clearly if necessary and also fully utilises the camera feature. Staff need to be able to see who is at the gate before opening it.

I am sure you will agree that we all have the same ultimate aim of keeping all of our children safe and I thank you in anticipation for your support with this important matter.

Kind regards,

A handwritten signature in blue ink, appearing to be 'GMA'.

Mrs Martin