POLICY: SLOW AND GO

1. **Rationale**

   At St Michael’s School we believe that all children should be provided with a safe environment.

2. **Aim**

   To establish practices that provide children with a safe environment prior to parent pick-up following dismissal in the afternoon and to assist parents with an orderly collection of their children.

3. **Implementation**

   3.1 At dismissal each afternoon during weather that is not wet or too hot ‘Slow and Go’ children line up at the designated dismissal area.

   3.2 After the 3.10pm bell ‘back path’ children are dismissed and walked down the back path by a teacher while ‘Slow and Go’ children are escorted to places in the Undercover area.

   3.3 When the weather is inclement ‘Slow and Go’ children walk to the Undercover area after dismissal from the classroom.

   3.4 Each afternoon a staff member is responsible for calling the ‘Slow and Go’ numbers.

   3.5 Other staff members are responsible for maintaining law and order in the Undercover area.

   3.6 The rostered staff member is responsible for opening the gate at the top of the drive way at 3.20pm.

   3.7 The staff member calls the number of the car as it enters the driveway and allocates it to one of the coloured bays.

   3.8 Children walk to the coloured area that corresponds to the bay in which their parent/s car is parked.

   3.9 All children and car drivers to obey the instructions of staff members.

   3.10 Drivers must not overtake any other vehicle while in the school grounds nor travel at more than 8km/hr.

   3.11 Drivers disobeying staff instructions will be advised as to their errors. The process finishes at 3.40pm or earlier if there are no children waiting.

4. **Evaluation**

   The policy will be evaluated annually.