

# St James' Lanehead Church of England Primary School



## School Security Statement

Date of Policy:	October 2025
Person Responsible:	Mrs C Turner
Review Date:	October 2026

### Our Mission

Our church school seeks to inspire each individual to flourish, grow and learn with Jesus at the heart of all we do.

### **School Security Statement**

- The safety and well being of pupils, staff and visitors to the school is of paramount importance.
- The school will be accessible to all visitors between the hours of 8.30am and 3.30 pm through the main entrance door which is protected by video surveillance and electrically operated locks.
- Pupils must not let visitors into school. Staff and visitors to school will be instructed not to admit any visitor who has failed to give a satisfactory explanation for their visit.
- Personal details e.g. telephone number, address etc. of pupils or staff will not be given out to an unknown third party without consent in line with GDPR.
- However, basic details can be requested and given to NHS/Lancashire County Council/DfE/Lancashire Constabulary for information purposes only and in line with the General Data Protection updates.
- All visitors are expected to report to the school office, where they will be asked to sign in via the Inventory system. They must also sign out when leaving the premises.
- Staff leaving the building after school must sign out
- Parents are not allowed to park on the school carpark and must use pedestrian entrance to enter school.
- Staff on playground duties will monitor all perimeters and confront any persons waiting and ask them to move on.
- Out of school hours the building's alarm and CCTV units are monitored by Thorne Access and Security. There is also a keyholder response in place by Key Plus