

# Whitegate End Primary School and Nursery



## Year 6 Leavers Guidelines

Date ratified	07.05.2025
Next review	May 2028
Signed on behalf of the governing body	K Painter
Print name	K Painter

# Policy Statement For Year 6 Leavers

## Overarching aims

**At Whitegate End we celebrate the Year 6 leaving us. This is a time to enjoy and celebrate the time pupils have had whilst at Whitegate End.**

**Historically this has taken on many forms and requires the cooperation of all parties to ensure the safeguarding, inclusion and enjoyment of all pupils.**

**School will always have a leavers' party for our Year 6 children. This policy is for any parents who wish to organise an additional party for the children**

Overall responsibility for making decisions regarding celebrations that involve all Whitegate End pupil's rests upon the Leadership of the School to ensure that the key principles are met. School believes this should be a collaborative effort with elements of the organisation being led by parents or staff alike.

We pride ourselves in the knowledge and relationships we have with our children and families. We feel this is crucial when planning such events, to ensure that each and every child has the opportunity to be included and their specific needs may be met.

There is no set precedence for the organisation of the end of year event, however all parties should work together and cooperate to ensure the overarching aims and principles are met. Communication with all Parents will be maintained at all times ensuring the end of Year celebration is for the pupils.

A Year 6 leavers celebration is not the same as a child's birthday party. Any celebration that involves all of the pupils under the name of Whitegate End or celebration due to the link with school sets a duty and responsibility upon the school.

The school is responsible for ensuring that the duty of care is maintained and that Safeguarding and Child protection procedures are followed.

## Key Principles to be applied each year

- The school's safeguarding principles will be followed and consideration given to additional requirements if the celebration is held outside of school.
- A risk assessment will be carried out for the celebration.
- All pupils must be included and financial planning needs considered carefully to ensure that no pupils are excluded.
- A financial plan must be formulated to ensure transparency for all parents and school leadership.
- Pupils voice will be used to ascertain the wishes and needs of each cohort.
- Parents will work in collaboration with school leadership to ensure the key principles are fully met.
- Every effort will be made to make all parents feel involved and able to engage with any staff or parents involved in the organisation of the events.