



RGS SURREY HILLS

CONTROL OF PUPIL ACCESS TO RISKY AREAS POLICY

Aim

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 School buildings and grounds.

Introduction

The Governors, Headmistress and staff of RGS Surrey Hills 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 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, whenever possible, made secure by fencing, locking or otherwise physically preventing access to them. Areas temporarily out of bounds are 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 unlit and hence unauthorised access to these areas is prohibited during the hours of darkness.

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

This also applies to behaviour deemed risky, such as tree climbing and deliberately climbing on sports equipment, i.e. cricket nets or moving football or rugby posts.

Risk assessments for areas deemed as potentially risky are regularly reviewed.

Unsupervised Access by Pupils

- We ensure that pupils do not have unsupervised access to potentially dangerous areas, such as Science Labs and the Design Technology Rooms and the swimming pool.
- 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 gymnastic, athletic or climbing equipment without supervision.
- Pupils do not have access to the Grounds, maintenance, Catering and Housekeeping areas of the School.
- There are areas of the school site which are out of bounds to pupils.
- The sports field has equipment for use in sporting activities. This equipment is secured to the ground where possible. It is regularly checked by the grounds staff.
- Access to flat roofs by pupils is not permitted. The access doors are kept locked.
- There is controlled access to the multi gym area of the sports hall and use is only allowed for pupils who have completed an induction.
- The High ropes and climbing wall are also out of bounds when not being used in a supervised lesson.

More detail on specific controls in risky areas can be found in the appendix to this policy.

Security

The surrounds of the school are covered by CCTV. There is a security patrol of the school site in the evening to ensure the buildings are locked and secure. All doors that provide access to School buildings and classroom areas are locked. The school has staff residing on site which adds an additional layer of security and adult supervision.

Stuart Ansell

Chief Operating Officer

Date reviewed: September 2025

Next review due: September 2026

APPENDIX

BUILDING OR AREA	CONTROL MEASURES
Laundry	Supervised by laundry staff during day and locked out of hours or if left unattended
Main catering facilities	Supervised by catering staff for significant part of the day • Locked when vacant • Specifically noted as “No unauthorised access”
Basements	Locked when not in use
Plant rooms	Locked and no unauthorised access
Maintenance Yard	Supervised by either maintenance or grounds staff for significant part of the day • Locked when not in use • Specifically noted as “out of bounds at all times”
Electrical sub station	Securely fenced • Gate locked • Warning notices placed
High ropes course	Separate risk assessment
Swimming pool	Separate risk assessment
Extensive grounds	Access limited by school rules to visible areas only • Head of Boarding gives instruction / directive about which areas are in bounds according to season
Flat roofs	Access prohibited • No access available without ladders • Specifically noted as “out of bounds at all times”
Roof void	Access locked
Science Block	Access locked when not in use
CDT	Access locked when not in use
Sports Hall	Supervised access only