

# Cavendish Church of England Primary School



## Visitors Policy

Signed on behalf of the Governing Body	
Signed: Headteacher	
Date:	Autumn 2023
Date to be Reviewed:	Autumn 2025

## **Our Vision**

In our school our Christian vision shapes all we do.

*Challenge, Creativity, Compassion: Create a pure heart in me – Psalm 51:10*

Our School Vision Statement reflects this commitment as children and staff are taught to challenge inequality, prejudice, bullying and harm; to respond with compassion and sensitivity to individual need and to respect the rights of all individuals to be safe and nurtured within God's world.

As a Church of England Primary School, we expect all visitors to show courtesy and respect to both staff and children, and to support our school's ethos.

We are committed to ensuring safeguarding and child protection procedures are followed at all times. This school is mindful of and actively supports the Prevent initiative to guard against radicalisation and extremism.

### **Aims**

In welcoming visitors to our school we wish to ensure the safety of our children, staff and visitors themselves.

We welcome all visitors and are fully inclusive. We provide equal opportunities for all.

### **Procedures and Rules**

There is a buzzer entry system at our school and added security door for added security. Visitors have to sign in on arrival and sign out on departure.

Adults who work with children must have a current DBS check references and when teaching pupils, need to have had the correct training and qualifications. These procedures ensure minimum risk to our school community.

All our governors and volunteers are DBS checked and undergo regular update safeguarding training.

Governors and visitors will be required to wear a visitors badge so children can be confident with adults in the school.

Risk assessments are carried out by staff as and when required.

We expect all visitors and parents to abide by the school's Christian ethos and to actively model good relationships in front of children.

Inappropriate language, behaviour or rudeness will not be tolerated.

Adults who accompany children in out of school activities will be DBS checked and will uphold the ethos of the school.

Visitors to the school may not use mobile phones or other recording devices when in areas with children.

Use of any electronic devices must follow the school acceptable use policy.

Meeting may not be recorded without prior consent to all participant.

This policy should be used in conjunction with any Covid-19 risk assessment.

The school operates with the highest regard for child protection and safety. We expect visitors to uphold confidentiality and not to comment to others or online any aspect of their work online.