

Outside Visitors Policy

Rationale

At Sacred Heart School we are keen to recognise the educational benefits that outside visitors can have in complementing the taught curriculum.

Aims and Objectives

- We welcome input from a number of sources, be they public or private, as long as the messages being delivered are in keeping with the school aims, values and ethos.
- We expect any organisation or individual to make their intentions clear and expect any input to be in line with the relevant school policies, National Curriculum guidance and be based upon sound educational principles.

Organisation

We will require where appropriate that any individual undergoes a Disclosure and Barring Service (DBS) check before being welcomed into the school.

Any organisation that wishes to be involved with the school accepts that it is governed by the school's policies and professional code of conduct.

We will make a commitment to any visitor that they will not be left without a member of staff present and that the member of staff is solely responsible for the discipline and behaviour of the pupils.

If one or both parties feel that the arrangements are not appropriate then either party reserves the right to cancel or postpone the visit.

Visitors to our school will also be given a copy of our child protection statement. An example of which can be found on the next page.

Monitoring and Evaluation

The SLT will assess the impact of the visit upon the pupils from staff feedback and seek to share this information with the person(s) involved in the visit.

Initial date of policy: July 2006
Policy last reviewed: July 2018

It is the intention to review this policy annually.

Summary of Child Protection Information for Visitors and Volunteers

Sacred Heart Catholic School is committed to the highest standards in protecting and safeguarding the children entrusted to our care.

Our school will support all children by:

- Promoting a caring, safe and positive environment within the school
- Encouraging self-esteem and self-assertiveness
- Effectively tackling bullying and harassment

We recognise that some children may be the victims of neglect, physical, sexual or emotional abuse. Staff working with children are well placed to identify such abuse.

At Sacred Heart School in order to protect our children, we aim to:

- Create an atmosphere where all our children can feel secure, valued and listened to
- Recognise signs and symptoms of abuse
- Respond quickly, appropriately and effectively to cases of suspected abuse

If you have a concern that a child is being harmed, is at risk of harm, or you receive a disclosure (intentionally or unintentionally) you must contact the following staff member as quickly as possible.

DSL name: ***Mrs. Lisa Fahy***

If this person is not available please contact

Deputy DSL name ***Mrs. Gail Elliott***

Head Teacher ***Mrs. Lisa Fahy***

- Their role in safeguarding is to listen and note carefully any observations which could indicate abuse.
- They should not attempt to investigate once the initial concern is raised
- They should involve the Designated Safeguarding Lead (DSL) immediately
- If the DSL is not available the Head/Deputy DSL should be contacted.
- Disclosures of abuse or harm from children may be made at any time.

If anything worries you or concerns you, report it straight away.