

School Visitor Policy

Therefore welcome one another as Christ has welcomed you, for the glory of God. Romans 15:7



At The Cathedral Catholic School we are safe and cared for; we make Christ known and loved, using his example to strive for excellence in all we do. In close partnership with parents and the parish of The Cathedral and St Thomas More, we aim to deliver an outstanding and distinctive Catholic education with Christ at its heart.

Each person's unique value is recognised and nurtured so that, through God's grace we can grow, learn and realise our full potential. We use our gifts and talents for the glory of God and in the loving service of others, proclaiming the Gospel and striving for the values of the Kingdom of God.

The aim of this Policy is to ensure the safety of pupils, staff and visitors whilst on school premises.

Visitors to school are invited for numerous reasons:

- Providing Expertise/Guidance
- Building links/ Raising Awareness within the Community
- Enhancing the Curriculum
- Staff Training
- Public Relations

Any visitors' contribution is intended to enhance a specific education experience/topic.

Although visitors should enhance the learning experiences of the children, it should be remembered that they may have no formal training in a classroom environment.

Visitors may need to provide, in advance of their scheduled visit, a detailed breakdown of exactly what materials/resources they intend using, so that their suitability can be checked.

Visitors may be asked to sign the School's Acceptable Use Policy if necessary, and ensure that any memory sticks/CD's are virus checked before used on school computers.

Visitors are always expected to sign in and out of the Visitors Book which is located in the main reception area and will be issued with a "Visitor Badge" which must be clearly visible at all times.

Visitors will be accompanied to the correct class/meeting room by a member of the school staff.

Visitors must never be allowed to be on their own with an individual child or a group of children, unless pre-arranged and all correct "Disclosure and Barring Checks" have been carried out and school has sight and/or copies of any relevant certificates.

Visitors must never take photographs/video recordings of children in school. Any requests for photographs, if appropriate, must be made directly through the class teacher.

Visitors are always to be made aware of Fire Drill Regulations.

Visitors must be made aware of issues of confidentiality at all times.

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