**At St Benedict’s Catholic Primary School, we recognise our moral and statutory responsibility to safeguard and promote the welfare of all children. We endeavour to provide a safe and welcoming environment where children are respected and valued. We will act quickly and follow our procedures if we feel that children are not being respected and valued.**

As a visitor to our school we expect that you adhere to the following principals and by signing in you agree to them.

* All visitors will be given badges and a sticker. They should both be worn at all times.
* Mobile phones should only be used in the office or staff room areas. They should be turned off and kept in a safe place (school office) whilst on the premises.
* Photographs should not be taken by visitors unless authorised.
* Children and staff are treated with respect and kindness at all times. In the rare case that behaviour from children is not exemplary, visitors should ask a member of staff for support. Verbal/physical abuse towards children or staff will not be tolerated under any circumstances.
* If you have safeguarding concerns, please bring them to the attention of the designated safeguarding lead - Hannah McGuire (Head Teacher). If she is unavailable, Catherine McBride (Deputy Head). The chair of governors is Kirsty Guite and we have a team of safeguarding governors -Lisa Jones, Lucy Maudsley, Sean Callaghan. Contact details are available at reception.

A copy of the **safeguarding policy** is available upon request and is available on the school website.