**Safeguarding agreement for volunteers and visitors to school (October 2020).**

St Benedict’s Catholic Primary welcomes visitors and volunteers to our school and we hope you will enjoy your experience here. The school expects visitors and volunteers to support us in delivering our ethos, aims and values and ensuring a safe learning environment for our pupils by adhering to the terms of this Visitor and Volunteer Agreement.

We expect all adults to be respectful at all times.

By signing this document, you acknowledge that:

* You understand that we take safeguarding of children very seriously and will not hesitate to refer information to the relevant body if we think children could be at harm
* You have agreed to the safeguarding principles (as detailed on the back of this form and on the sign in screen)
* You have provided the necessary DBS paperwork, or agree that you will ensure you are supervised at all times by a member of school staff
* You agree to inform a member of staff if you have concerns about a child
* You know where to find whistleblowing information should you need it
* You understand that the safeguarding of children is everybody’s responsibility. You should seek support from a member of staff if you have any concerns at any time.
* Any and all information you learn about a child is confidential and should only be discussed with members of school staff
* You will keep the phrase, “It could happen here,” at the forefront of your safeguarding practice
* You have received and read the Visitor & Volunteer Guidance

***Thank you for helping to keep our children safe.***

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role in school \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reporting to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are in school on subsequent dates, you will be bound by this same agreement. School policies pertaining to this agreement can be found on the website.

**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 Lucy Maudsley and the safeguarding governor is Lisa Jones. Contact details are available at reception.

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