



Mobile Devices

Visitors are not permitted to use any mobile electronic devices, (e.g. phones/tablets) whilst in the school and are advised that mobile devices must not be visible in locations where children are present.

Parents are permitted to use mobile phones to photograph or video school events such as performances or sports days but we ask that these images are **not** published online (e.g. social networking sites).



Classrooms

Please do not enter the classrooms unless escorted by a member of staff or by prior arrangement.

Emergency

If the fire alarm sounds leave the building by the nearest signposted exit to the designated assembly point on the school field. Maps are located around the building. Do not re-enter the building until you are told it is safe to do so.

Accidents

Any illness, injury or accident must be reported to the school office.

CASTOR CHURCH OF ENGLAND PRIMARY SCHOOL



*"We have Faith in God,
ourselves and everyone
around us"*

Information Leaflet for Visitors to the school



Welcome

A very warm welcome to our school and we hope you enjoy your visit. Please make yourself familiar with the information printed in this leaflet.

At Castor Church of England Primary School, we are committed to safeguarding and promoting the welfare of children and young people and we expect all staff, governors, volunteers and visitors to share this commitment.

Safeguarding Children

If you have a concern that a child has been harmed, is at risk of harm, or if you receive a disclosure, please contact the main office as quickly as possible and ask to speak to a member of staff with lead responsibility for Safeguarding

Our Designated Safeguarding Lead is:

Mr N Brompton

Our Deputy Designated Safeguarding Leads are:

Miss L Abbott

Miss K Armstrong

**PLEASE TICK THE VISITORS
SIGNING IN BOOK TO SHOW
THAT YOU HAVE READ AND
UNDERSTOOD THIS LEAFLET**

Smoking

It is against the law to smoke on the school premises (this includes e-cigarettes).

Property

The school accepts no responsibility for any loss or damage to visitors property or vehicle.

Visitor stickers

Please ensure these are on display and visible at all times. Please also remember to sign out when you leave.

