



# **NORTON JUXTA KEMPSEY C.E. PRIMARY SCHOOL**

*“Together with love and joy of God, we will discover, develop and maximise our unique potential.”*

## **VISITORS TO SCHOOL STATEMENT**

Signed by:	
Head Teacher	<b>Julia Dean</b>
Chair of Governors	<b>Daisie Barnett</b>
Date Reviewed	<b>21<sup>st</sup> July 2025</b>
Date of next Review	<b>September 2028</b>
Date received by GB	<b>25<sup>th</sup> September 2025</b>

## AMENDMENT HISTORY

Date	Issue	Reason for Amendment	Person Responsible
20/08/2025	0.01	New sign-in system installed since last review. <u>Bullet point 4:</u> <b>Add</b> - Entry Sign <b>Delete</b> - and sign the visitors' book	Policy review committee.

## VISITORS TO SCHOOL STATEMENT

*The Father has loved us so much! He loved us so much that we are called children of God. And we really are his children. – 1 John 3:1 – ICB*

The value of love is at the heart of both the Christian faith and our vision here at NJK. God's love for all people inspires us to give love in abundance. We value and care for ourselves, others and the world around us as God's creation, demonstrating our values of friendship, compassion, forgiveness and respect.

We believe this is of the highest importance to enable pupils to explore their differences with tolerance and mutual respect.

Our school vision is integral to everything we do at NJK.

We want to discover and maximise each child's unique potential.

We aim to deliver a joyful and inspiring curriculum and school experience where every child feels loved, valued and cherished

- ❖ Always bearing in mind the importance of security, visitors are welcome in Norton Juxta Kempsey C.E. Primary School.
- ❖ This Statement seeks to ensure that staff are aware that visitors can make an important contribution to the life and work of the school and that visitors themselves can benefit from contact with the pupils and staff.
- ❖ Visitors to classes for specific purposes of contribution to topics, relating experiences etc. are to be encouraged and welcomed. In arranging such visits, teachers should consult with the Head Teacher prior to finalising arrangements and should try to ensure that the visit causes minimum class/school disruption or inconvenience.

Teachers should research the content/contribution to be made by the visitor to ensure it is appropriate for the pupils.

- ❖ All day-to-day visitors and callers should report to the school office and use Entry Sign, the electronic signing-in system and wear a Visitors Badge around School. Fire Evacuation and Health and Safety procedures should be shared with all visitors.
- ❖ On the occasion of the unexpected visitor, the first point of contact should be with the Head Teacher or Assistant Head Teacher who will involve other staff and pupils as appropriate.
- ❖ No child is allowed to admit any visitor – whether known or not.
- ❖ Visitors will not be allowed to work alone with pupils without a member of staff, unless they have a current DBS check in place