

What are my responsibilities as a guest at Lidget Green?

All adults visiting or working in the school need to be aware that they are responsible for their own actions and behaviour within our learning environment. Visitors are expected to follow the same procedure as any other adult working in the school.

As a visitor, you should act promptly if you have concerns about a young person. All concerns or incidents must be reported to a member of the safeguarding team immediately.

All guests and visitors are expected to:

- Sign in and out at the school office, showing your ID on arrival.
- Display your visitor's badge as you are on the school site.
- Be aware of our Safeguarding and Child Protection Policy, which can be found on our school website. A copy is also available at the school office.
- Behave respectfully, fairly, and professionally to ensure that the young people in our care feel comfortable, respected, and safe.
- Please report any concerns you may have. It is always better to report an incident to protect our young people.. Do not assume someone may already know.



Safeguarding Children

GUIDANCE FOR ADULTS VISITING OR WORKING AT OUR SCHOOL.

At Lidget Green Primary School, we are committed to safeguarding and promoting the welfare of our students and expect all staff, volunteers and visitors to share this commitment.



Contacts

01274 579576

office@lgps.paymat.org



Use of Mobile Phones

Please ensure all mobile phones are either turned off or on silent mode. We ask that phones only be used for essential work-related calls made away from our young people. A space can be made available upon request.

Emergency Evacuation

If the fire alarm sounds, please leave the building with the member of staff you have come to visit.

Emergency Evacuation

In the event of an invacuation, please follow the invacuation procedure as directed by the member of staff you are visiting.



Equality

At Lidget Green Primary School, we value and actively celebrate difference and diversity irrespective of ability, need, age, gender, sexual orientation, ethnicity, attainment, disability or background. It is a school priority that every child feels valued and that their life experiences and needs are given equal regard.



We expect everyone in school, including visitors and volunteers, to abide by this.

Safeguarding Team



Louise Woffendin
Headteacher
Deputy Designated
Safeguarding Lead



Sofia Yaqub
Assistant Headteacher
Deputy Designated
Safeguarding Lead



Huma Raza
Deputy Headteacher
Designated Safeguarding
Lead



Emma Regan
Inclusion Manager
Deputy Designated
Safeguarding Lead



Susie Byrnes
Assistant Headteacher
Deputy Designated
Safeguarding Lead



Manjit Panesar
Assistant Headteacher
Deputy Designated
Safeguarding
Lead



If you have any concerns about the conduct or behaviour of adults who work with our children at school, please speak to the Headteacher immediately.

If you have any concerns following your visit, please contact the school at **01274 579576**, or alternatively you can contact Bradford Social Care at **01274 433999**

