

Ribblesdale



is a high performing specialist school for technology and vocational learning

Headteacher ~ S A Smith BA MA NPQH

Visitor Policy

Aim of this policy: To create an environment where pupils feel safe, secure, happy and confident

All pupils and adults are expected to behave in a way that is respectful and courteous.

Visitors in this school are seen as equal partners in the education or support of our pupils. Their experiences and depth of knowledge are invaluable to pupils learning at Ribblesdale.

Visitors to Ribblesdale are kindly requested to:

- Sign in at the reception
- Wear a visitor badge that they are issued with by reception
- Sign out and return their badge to reception before they leave

Information relating to pupils must remain confidential. If a visitor has a cause for concern the information must be passed to an appropriate adult.

Visitors will not be left alone with a class or group of pupils. Timetabled class teachers will always accompany the class or group. Visitors will also be made aware of the context of the lesson they are to deliver or contribute to, preferably, in a planning meeting or discussion beforehand.

Our pupils, staff and visitors should have the opportunity to evaluate such sessions.

Visitors are reminded that Ribblesdale and its premises is a Lancashire County Council designated "no smoking site".

To be reviewed autumn 2009

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Specialist Schools Trust
EXCELLENCE AND DIVERSITY