

wear your visitors badge at all times

be aware that verbal interaction with students may be misinterpreted by them as offensive or harassment – even if this was not your intention

report any unacceptable behaviour by any student to staff immediately

instigate verbal or physical contact with students (this applies both on and off site) unless it is appropriate and a part of an arranged reason for your visit

give any personal information to any student, such as your mobile number, email address or personal websites.

accept or respond to a student attempting to give you're their personal information, for example their mobile number, email address or personal website

accept physical or verbal abuse from a student. DO NOT respond yourself, but report immediately to a member of staff

be in an unsupervised one to one situation with a student unless this is part of your reason for visiting and agreed by school

No child should suffer harm of any form, either at home or in school. Everyone who works or visits our school has the responsibility to make sure that all our student are safe.

This leaflet has been given to you to make sure you understand what is expected of you as a visitor to Queen Elizabeth's Grammar School.

Please ask the person who gave it to you if you are unclear about anything in it, and keep the leaflet in a safe place so that you can read it again if you need to.

QUEEN ELIZABETH'S GRAMMAR SCHOOL

James Amps
Ext: 11528