Visitor Policy

St John's Cathedral Catholic Primary School

Approved by:	Full Governing Body	**Date: Sept 2026**
Next review due by:	Sept 2029	

Visitors Code of Conduct for Parents, Carers and Visitors to St John's

At St John's Cathedral Catholic Primary School our mission is to educate the whole child through the Gospel values of Christ. We understand this as 'Loving to Learn; Learning to Love'

Welcoming Visitors

As a Catholic school, we seek to create a welcoming, respectful, inclusive and caring environment where every person is treated with dignity and respect as a child of God. We welcome visitors who support the education, welfare and spiritual development of our pupils.

All visitors are expected to conduct themselves in a courteous and respectful manner and to follow the school's safeguarding, health and safety, and security procedures at all times.

Expected Standards of Conduct

Visitors are expected to:

- Treat pupils, staff, governors, volunteers and other visitors with courtesy and respect.
- Follow instructions given by school staff.
- Observe safeguarding and confidentiality requirements.
- Wear any visitor identification provided.
- **Keep mobile phones off and out of sight.**
- Report concerns to the DSL, Mrs Park, as soon as possible and always before leaving the school site.
- Leave the site promptly when requested by a member of staff.

Behaviour Not Tolerated

To ensure the safety and wellbeing of the school community, the following behaviours will not be tolerated:

Aggressive or Abusive Behaviour

- Shouting, swearing, offensive language or insulting behaviour.
- Threatening, intimidating or harassing any member of the school community.
- Physical aggression, assault or threatening gestures.

Discriminatory Behaviour

- Racist, sexist, homophobic, transphobic or discriminatory comments.
- Behaviour that targets individuals because of age, disability, religion, ethnicity, gender, sexual orientation or any protected characteristic.

Disruption to School Activities

- Entering classrooms or restricted areas without permission.
- Refusing reasonable requests from staff.
- Interrupting teaching, collective worship, meetings or school events.

Unacceptable Use of Technology

- Taking photographs, videos or audio recordings without permission.
- Making defamatory, threatening or inappropriate comments about the school, pupils or staff in person or on social media.
- Recording conversations without consent.

Unsafe or Illegal Behaviour

- Possession of weapons or dangerous items.
- Being under the influence of alcohol or illegal substances.
- Smoking, vaping or using prohibited substances on school premises.
- Any criminal or unlawful activity.

Actions the School May Take

Where unacceptable behaviour occurs, the school may:

- Request the individual to leave the premises immediately.
- Terminate meetings or visits.
- Issue a warning letter.
- Impose restrictions on future visits.
- Seek support from the Local Authority, Diocese or Police where appropriate.
- Ban an individual from the school site in accordance with relevant legislation and school procedures.

Commitment to Safeguarding

The safety and wellbeing of pupils is paramount. Any behaviour that places children, staff or visitors at risk will be treated seriously and may result in immediate action being taken.