



Severne Primary School

Visitors Policy Appendix 1: Checklist for vetting speakers/ visitors to school

Respect • Succeed • Celebrate



Visitors Policy

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Vetting procedures Notes How did the school find the speaker? Was he/she recommended by a trustworthy person/organisation? Does the school have the speaker's CV? Does the speaker have appropriate DBS checks in place? Does an internet search about the speaker raise any concerns? Can the speaker provide references of other schools where he/she has spoken? What is the feedback from those referees? Is it possible to meet with the speaker beforehand? Have you discussed the school's expectations with the speaker? Do they understand the purpose of their visit and any rules the school has in place?

Appendix 2:

Visiting Speakers Agreement

At Severne Primary School we understand the importance of visitors and external agencies to enrich the experiences of our students.

In order to safeguard our children we expect all visiting speakers to read and adhere to the statements below.

- Sign in using the school procedures – Inentry system and adhere to school information and guidance on visiting our school.
- Any messages communicated to students support fundamental British Values and our school values.
- Any messages communicated to students are consistent with the ethos of the school and do not marginalise any communities, groups or individuals.
- Any messages communicated to students do not seek to glorify criminal activity or violent extremism or seek to radicalise students through extreme or narrow views of faith, religion or culture or other ideologies.
- Activities are properly embedded in the curriculum and clearly mapped to schemes of work to avoid contradictory messages or duplication. Activities are matched to the needs of students.
- Visitors without DBS (Disclosure and Barring Service) certificates will be accompanied by a member of staff at all times.