



Observe this code at all times
Remember that your actions could be misinterpreted however well intentioned they are.

If you have any concerns about children and child protection then please speak to:

- Your employer,
- The designated safeguarding lead: Matthew Trickett
- The Deputy DSL: Vanessa Hale/Jessica Pearce

Anyone with a concern about a member of staff should contact the Local Authority Designated Officer (LADO):

Tel: 24/7 0333 240 1727

Web: [Cumbria Safeguarding Hub Single Contact Form](#)

Anybody with a concern about a child can report it via: 0333 240 1727

Keep yourself and our children safe.

Contacts

Headteacher

Mr Matthew Trickett

Designated Safeguarding Lead

Mr Matthew Trickett

Deputy Safeguarding Leads

Mrs Vanessa Hale

Miss Jessica Pearce

Governor with Safeguarding Responsibility

Mr Allister Green

Ivegill C of E Primary School

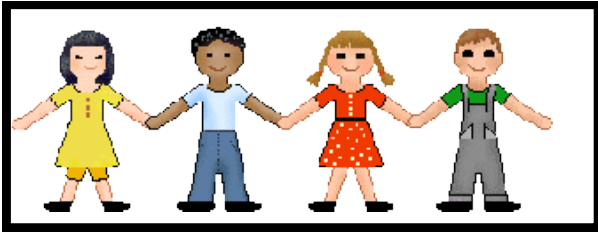
Ivegill CE Primary School
Ivegill Carlisle CA40PA
Telephone (016974) 73397
Headteacher Mr M Trickett
admin@ivegill.cumbria.sch.uk

Safeguarding all Children at Ivegill C of E Primary School



Ivegill
C • E SCHOOL

**Code of Conduct
for all adults
visiting or working
at our school**



Why?

All the adults who are visiting or working in our school have an important role in helping to keep everyone safe.



Keeping children safe is covered by the statutory DfE guidance 'Keeping Children Safe in Education' and by our own Child Protection Policy and procedures.

In addition, all adults must also take steps to keep themselves safe. Sometimes adults' actions can be perceived in a way that was not intended. To promote safe working practices for everyone in school whatever your role; please follow this Code of Conduct.

*throughout this Code a child is defined as anyone under the age of 18.

Do...

- ⇒ Avoid unsupervised contact with children;
- ⇒ Be aware that verbal interaction with children may be interpreted by them as offensive or as harassment even if this was not your intention;
- ⇒ Report any unacceptable behavior from a child;
- ⇒ Be aware that contact made outside of the school environment as a result of you coming into contact with a child whilst you are on a school site, may have an impact on your employment;
- ⇒ Stay within the agreed work area and access routes and obtain permission if you need to go outside agreed areas.
- ⇒ Keep school staff informed of where you are and what you are doing.
- ⇒ Dress appropriately– shirts to be worn at all times.
- ⇒ Follow the establishments policies and procedures.

Don't

- * Be in contact with children without supervision;
- * Instigate verbal or physical contact with children (applies both on and off side) unless it is appropriate and a part of an agreed reason for your visit.
- * Respond to verbal or physical contact from children. If this occurs, or you have any concerns about behaviour then report it immediately to your supervisor or member of school staff;
- * Give any personal information to any child, for example your name, address, telephone number, email; this includes access to your social media accounts.
- * Accept or respond to a child attending to give you personal information.
- * Accept physical or verbal abuse from a child. Please DO NOT respond yourself, but report it immediately to your supervisor or a member of the school staff;
- * Use any school facilities e.g. toilets unless you have been previously authorised to do so.
- * Use profane or inappropriate language or express prejudicial or extremist views.
- * Use mobile phones or cameras to take or record images of children or others around school.