

# English Martyrs Catholic Voluntary Academy



Willow Crescent  
Oakham  
LE15 6EH  
Telephone : 01572 722400  
Email : [office@englishmartyrs.rutland.sch.uk](mailto:office@englishmartyrs.rutland.sch.uk)



## Condition of entry- Safeguarding Policy

*The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and visitors to share this commitment.*

**Whilst on our premises the following must be observed.**

**Safeguarding Children-** Upon arrival you will be issued with an identity badge. This must be displayed at all times and surrendered before leaving the site. You must enter the date and time of your visit. If you have any concern that a child has been harmed is at risk of harm, or you receive a disclosure, please contact the main reception as quickly as possible and ask to speak to a member of staff with responsibility for child protection.

**Health and Safety-** Your safety and well-being during your visit are important to us. As visitors you have a legal duty to care for the Health and Safety of yourself and others. In the event of an accident or injury, please notify the member of staff you are visiting. First Aid treatment is available at the main School Office during the school day.

**Emergency-** If the fire alarm should sound, please leave the building by the nearest exit and proceed to the assembly point marked on the map overleaf. Do not re-enter the building until told it is safe to do so.

**Personal Property-** The school cannot be held responsible for any loss or damage to vehicles and/or personal possessions whilst using or visiting the school premises.

**Classrooms-** Please do not enter classrooms unless escorted by a member of staff or by prior arrangement.

**BY ACCEPTING THE VISITOR BADGE AND ENTERING OUR SCHOOL YOU AGREE TO ABIDE BY OUR RULES AND REGULATIONS. THANK YOU.**