Guidelines for Visitors Speaking to Pupils 2025-2026

We warmly welcome visitors to Spurcroft Primary School & Nursery. Meeting members of the community contributes to our pupils' learning and enrichment. To ensure that all sessions are safe, appropriate, and in line with our school's values and statutory duties, please read and follow the guidelines below.

1. Safeguarding and Supervision

- Before a visitor is arranged, permission must be granted by the Headteacher and a Risk Assessment undertaken.
- A member of school staff will always be present during any session with pupils.
- Visitors should not be left alone with pupils at any time.
- Any safeguarding concerns must be reported immediately to the Designated Safeguarding Lead (DSL) or a member of the safeguarding team.

2. Age-Appropriate Content

- Please ensure all materials, language, and examples are suitable for a primary school audience.
- Avoid content that could cause distress, fear, or confusion.
- Keep messages positive, inclusive, and aligned with the school's ethos and values.
- If you are unsure whether a topic or resource is appropriate, please check with a staff member before your visit.

3. The Prevent Duty

- As part of our safeguarding responsibilities, we have a duty to protect pupils from radicalisation and exposure to extremist views.
- Visitors must not promote or share any political, ideological, or religious views that could be considered extremist or divisive.
- All content should encourage respect for others, mutual understanding, and critical thinking.
- Please focus on factual information and avoid any material that could be seen as promoting intolerance or discrimination.

4. Equality, Diversity, and Inclusion

- Use language that is respectful and inclusive of all pupils, regardless of background, ability, or belief.
- Ensure examples and discussions reflect diversity in a positive and age-appropriate way.

5. Practical Considerations

- Please provide an outline of your presentation or activity in advance so that staff can ensure it aligns with curriculum aims and safeguarding expectations.
- Refrain from taking photographs or videos of pupils unless this has been explicitly agreed with the school in advance.

6. Thank You

We are grateful for your time and expertise in supporting our pupils' education. By following these guidelines, you help us maintain a safe, inclusive, and inspiring learning environment for all.