



Castleton C of E Primary School
Code of Conduct for Visitors to School



Welcome to our school!

We, the children of Castleton School, believe that **good behaviour** is important to make our school a nice and caring place and for us to succeed in our learning. We know that we must **behave well** in school but we also believe that all visitors to our school should demonstrate good behaviour as well.

Therefore we list here the types of behaviour which we expect of **all visitors** (delivery people, workmen, parents, volunteers, students, OFSTED inspectors, governors and other visitors). This Code is similar to our own pupil code.

When visiting our school, **please DO**:

- Shut the gates and doors quietly behind you and wipe your feet;
- Ring the buzzer once and wait **patiently** to be let in as the teachers may be busy teaching us;
- Sign your name in the visitors' book;
- **Respect other people** by...
 - Being quiet as we and our teachers may be working;
 - Being aware of people around you and what they are doing;
 - Treating people as you would like them to treat you;
- Behave properly by...
 - Not doing anything to scare the children;
 - Not using threatening behaviour or language or swearing;
 - Staying calm and not shouting;
 - Being polite and having **good manners**;
- **Respect our school** and playground by...
 - Taking care not to damage the equipment and displays in our school;
 - Not bringing dogs into the playground;
 - Not smoking in the school or playground;
- Speak to the Headteacher if you are concerned or worried about anything about the school;
- Take some time to look at the displays of our work. We are proud of the work we have on display.

Thank you. We hope that you enjoy your visit.

This Code of Conduct was prepared by a working party of KS2 children and approved by the *Governors* on
April 2014