VISITORS, VOLUNTEERS, CONTRACTORS

Please report to the school office to sign in as a visitor, volunteer or contractor and collect your visitor’s badge.

IMPORTANT: Your signature in the book indicates acceptance of the following conditions.

CONDITIONS OF ENTRY TO THE SCHOOL

All visitors and contractors must:

• Follow appropriate safety procedures to protect themselves and others.

• Conduct themselves toward students in a manner consistent with the Department of Education and Communities’ responsibilities and community expectations.

• Complete a ‘Working With Children Check’ form and abide by the Child Protection (Prohibited Employment) Act 1998. (Applies to contractors, volunteers and parent helpers)

• Report all emergencies, injuries and safety concerns to the office.

• Proceed to the INFANTS PLAYGROUND should there be an emergency/drill in the school (indicated by continuous ringing of the school bell). TBA

• Minimise noise in consideration of the operation of classes.

• Refrain from smoking in the school grounds.