



★ KEY SCHOOL CONTACTS



ACTING HEADTEACHER
Mr K Winter



ACTING DEPUTY HEADTEACHER
Mrs L Whiteman

CHAIR OF GOVERNING BODY

Mr M Crowley

VICE CHAIR OF GOVERNING BODY

Mrs D Short



We are committed to safeguarding and meeting the needs of all our children.

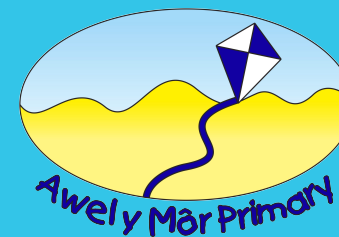
Please report any Child Protection/Safeguarding concerns to the Designated Person.

Whole school designated Child Protection /Safeguarding is: Mr K Winter

Child Protection /Safeguarding Deputies are:
Mrs L Whiteman
Mrs E Joy
Miss E Locke

If you have any safeguarding/child protection concerns regarding the actions of the Headteacher then you must report them to the Chair of Governors (contact details are in the school office) or you can contact the LA Education Safeguarding Officer on 01639 763363

Our Child Protection /Safeguarding Governor is:
Mrs D Short



SAFEGUARDING &

HEALTH & SAFETY

**AT AWEL Y MÔR
PRIMARY**



VISITORS INFORMATION LEAFLET



Welcome to Awel y Môr Primary School. We hope that your visit is a comfortable and enjoyable experience.

Awel y Môr Primary School recognises and promotes it's responsibilities for child protection and Health and Safety.

HEALTH AND SAFETY

The staff, children and governors are aware of the need to feel secure and comfortable in their school.

We also like to ensure that our visitors are safe, but in a busy school environment, it is possible for accidents and unexpected events to occur.

DBS CHECKS

All staff, including supply staff, regular visitors and volunteers are subject to Disclosure and Barring Service (DBS) checks. This is to help ensure that unsuitable people are prevented from working with children. DBS forms and advice are available from the school office.

FIRE AWARENESS

Fire regulations are posted around the school.

Reception, Yr1 & Yr3-Y6 Assembly Point is located on the school field.

Nursery, Yr2 & Yr6 - Assembly Point is located at the front of the school building.

PIC - Assembly Point is located at the front of the school building.

Each class has their own fire evacuation checklist which the class teacher will bring with them.



FIRE WARDENS:

Mr K Winter, Mr J Bateman, Mrs G Rees, Mrs E Evans & Mrs L Whiteman.

If the alarm sounds, please make your way out of the building calmly and promptly following the green FIRE EXIT signs.

THE SCHOOL DAY

8.50am Start of the school day/Registration

12:00pm Lunch

1:00pm Registration

3.10pm End of the School Day (Foundation Phase)

3.20pm End of the School Day (Juniors)

FIRST AID

A First Aid kit and medical supplies are available near the main reception area next to the Deputy Headteacher's office.

ACCIDENTS/ILLNESS

Should you have an accident or feel unwell during your visit, please report to the main office.

NO SMOKING OR VAPING is allowed on/near school premises.

Please note all policies, procedures and risk assessments are available from the school office.



TOILETS

Toilets are located in the reception area.



PARKING FACILITIES

There is limited parking available on the school site. The gates at the top of the school driveway must remain closed at all times.

All visitors must report to the office. Please sign in - all visitors will be issued with a lanyard that you are required to have on you at all times.

Please remember to sign out - and return your visitor lanyard before leaving the premises.

