

All visitors will be given a visitors' badge and you should wear this at all times in the school.

In the unlikely event of a fire please:-

- Inform the nearest staff or
- Immediately press the nearest fire alarm
- Leave the building by the nearest exit and make your way to the fire assembly point in the playground

Coppice Values

Coppice has high expectations for conduct and behaviour from its staff, pupils, volunteers and visitors. We would ask that whilst on the premises you adhere to our values which are:-

- Being honest and trustworthy
 - Take pride in all that we do
- Have respect for each other and our surroundings
 - Be kind and supportive to others
 - Have empathy and include others
 - Be happy and have fun



Safeguarding guidance for visitors

Safeguarding at Coppice School

Coppice Primary School is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and visitors to share this commitment.

No child should suffer harm either at home or school. Everyone who works or visits Coppice has a responsibility to make sure that all our young people are safe.

We recognise that some children may be victims of neglect, physical, sexual or emotional abuse and that all of the staff are well placed to identify such abuse and offer support to children in need.

All children have the right to be safeguarded from harm or exploitation whatever their:-

- Race, religion, first language or ethnicity
 - Gender or sexuality
 - Age
 - Health or disability
- Political or immigration status

At Coppice, in order to protect our children, we aim:-

- To create an atmosphere where all our children can feel secure, valued and listened to.
 - To recognise signs and symptoms of abuse.
- To respond quickly and effectively to cases of suspected abuse.

Our school will support pupils by:-

- Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying.
- Promoting a caring, safe and positive environment within the school.

Everyone working with our children should be aware that:-

- Their role is to listen and note carefully any observations that could indicate abuse.
- They should not attempt to investigate once the initial concern is raised.
- Children should not be promised that “everything will be alright,” or that you will not tell anybody.
- They should involve the Designated Safeguarding Lead (DSL) immediately.

If the concern is about a member of staff or volunteer then the headteacher should be contacted immediately.

Coppice School has adopted the Model Safeguarding Policy of Birmingham City Council and a copy of it can be found on our website. All staff and volunteers are DBS checked and their identity verified.

Any concerns regarding the safeguarding of a child must be reported to the Designated Safeguarding Lead (DSL):-

Mr Richard Green—Headteacher
Or the deputy DSL

Mr Andy Leeming—deputy headteacher