



# The Royal School

*Wolverhampton*

## Visitors Speakers Policy

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## The Royal School, Wolverhampton

### POLICY FOR VISITING SPEAKERS

#### 1. INTRODUCTION

- 1.1. The School's Vision Statement speaks of our values, 'respect, community, trust, initiative and risk'
- 1.2. The 'Revised Prevent Duty Guidance in England and Wales' (July 2015) states that there should be 'clear protocols for ensuring that any visiting speakers – whether invited by staff or by children themselves are suitable and appropriately supervised'.
- 1.3. The policy for Visiting Speakers applies to all ages groups in the school.

#### 2. AIMS AND OBJECTIVES

- 2.1. The purpose for inviting Visiting Speakers into our school community include:
  - 2.1.1. Enriching the experiences of the children both educationally and spiritually;
  - 2.1.2. Providing them with information from specialists;
  - 2.1.3. Broadening their understanding of world and global issues;
  - 2.1.4. Providing motivational inspiration.
- 2.2. We aim to ensure that presentations by Visiting Speakers are in keeping with the ethos and values of The Royal School and also that their presentations uphold the principles of the fundamental British Values. The School will not allow the use of its facilities by any group or organisation proscribed by HM Government. A list of proscribed organisations can be found at:  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/612076/20170503\\_Proscriptio\\_n.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/612076/20170503_Proscriptio_n.pdf)

#### 3. PROTOCOLS FOR VISITING SPEAKERS

- 3.1. The protocols for Visiting Speakers are as follows:-
  - 3.1.1. All requests for Visiting Speakers have to be approved by a member of the SLT
  - 3.1.2. All Visiting Speakers are given a named contact at the School
  - 3.1.3. All Visiting Speakers are accompanied by a member of staff during their visit and they are not left unsupervised with pupils at any time.
  - 3.1.4. A list of all Visiting Speakers is maintained by the Principal's PA giving the name of the Visiting Speaker, the date of their visit, the pupil group addressed by the Visiting Speaker, the purpose of their visit, the named contact for Visiting Speaker, the member of staff requesting the Visiting Speaker and any post-visit notes.
  - 3.1.5. All Visiting Speakers will be required to sign the 'Agreement and Guidelines for Visiting Speakers' form as acceptance of the School's Terms and Conditions
- 3.2. The School will not knowingly allow any Visiting Speakers who have demonstrated extreme views or actions to address the children or lead activities for them. The School will not knowingly allow Visiting Speakers or organisations to use the School premises if they have links to extreme groups or movements. Extremist views include the expression of racist or fascist view; inciting hatred based on religious interpretation, ideology or belief; promoting discrimination on the grounds of political opinion, age, colour, disability, ethnic or national origin, gender, marital status, race, religion or sexual orientation.
- 3.3. All staff have a responsibility to act on concerns about a Visiting Speaker and they should follow the Royal's Safeguarding Policy and report these concerns to the Designated Safeguarding Lead, the Principal or the Chair of Governors.

#### 4. RELATED POLICIES, MONITORING AND REVIEW

- 4.1. This Policy should be read in conjunction with other related whole school policies including the Code of Conduct and the Safeguarding Policy.
- 4.2. This Policy will be reviews every year, or before if necessary, it will be presented to the Governors' Health and Safety Committee for approval. The minutes of this meeting will be presented to the Governors.



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*Wolverhampton*

## Agreement and Guidelines for Visiting Speakers

The Royal School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and Visiting Speakers to share this commitment.

Name of Visiting Speaker	
Organisation (if applicable)	

The Visiting Speaker agrees to the following terms and conditions:

1. The presentation must be appropriate to the age of the children. Appropriate dress, language and behaviour are required at all times.
2. The presentation must uphold the principles of the ethos and values of The Royal School and the fundamental British Values.
3. School staff have the right and responsibility to interrupt and/or stop the presentation if there is any violation of this agreement.

I have read these Guidelines and agree to abide by them.

Signature of Visiting Speaker:

Named Contact:

Signature of Named Contact:

Date: