

Checklist

To help your visit run smoothly:

- Have you notified us of any equipment / resources you require?
- Do you know the number / ages of the children you will be working with?
- Have you discussed the work that the children will be doing before / or after your visit?
- Do you know how long your visit is expected to last for?
- What activities will the children be involved in during your visit?
- Will the children be given the opportunity to ask questions?
- How will you feed back to the teacher or school after your visit?
- Have you got a copy of your DBS clearance and photo ID? You will be required to show this on arrival.

Practical Arrangements

- Our school day starts at 09:00 and ends at 15:30
- Please sign our visitors' book at the office as you arrive, and wear your visitor's badge at all times while in school. You will be asked to produce proof of DBS clearance and provide photo ID.
- St. Lawrence School operates a house point system. Should a child produce particularly good work or answer a question in a particularly good way, please inform the class teacher who will award team points. We also award points for good behaviour or manners.

What3words - grew.final.rail

From the M6/A6 South - Leave motorway at **Junction 32** and follow the directions to Garstang. After about a mile you will see St. Lawrence's Church and Barton Manor Hotel on your right. Take the next turning right after Barton Manor into **Jepps Lane**. Take the first road on your right into **Jepps Avenue**. The school is on your right.

From A6 North - Pass through the village of Bilsborrow & then Guy's Hamlet on the right. In about a mile you will go over a railway bridge. **Jepps Lane** is the third turning on your left. Take the first road on your right into **Jepps Avenue**. The school is on your right.

Barton St. Lawrence Church of England Primary School



INFORMATION FOR VISITORS

The Governors and Staff of St Lawrence CE Primary School are committed to safeguarding and to promoting the welfare and safety of children. We expect anyone visiting the school to share this commitment. Visitors to school **MUST** therefore be able to prove their identity and show they have been DBS cleared before entering the building.

Thank you for choosing to visit our school and helping to contribute towards the education of our children. Please do not hesitate to contact us if you have any queries regarding your visit.

Headteacher: Mrs Julie Goodwin

Deputy Headteacher: Mrs Rachel Sharp (Curriculum lead)

Assistant Headteacher: Mr Richard Crook (Pastoral Lead)

School Secretary: Mrs Louise Higham

Address: St. Lawrence C of E Primary School,
Jepps Avenue,
Barton,
Preston, PR3 5AS

Telephone 01772 862664

Website: www.st-lawrence.lancs.sch.uk

School Vision Statement

Learning together, rooted in God, pupils at St Lawrence Church of England Primary School are easy to distinguish by the personal qualities they present. They are **happy, confident, articulate** children with a love of learning and a sense of **service**, who recognise and celebrate their own **individuality** and that of other members of our community. They are **generous, kind** and welcoming; they are **forgiving** and understand **justice**. With God by their side, they face the world with **resilience, integrity** and **joy**.

School Information

Our school is a semi-rural primary school with approximately 200 pupils in seven classes. Each class has a full time teacher and a teaching assistant.

Our school is well resourced. We have a large field and playground. We also have a hall, ICT suite and library

We are committed to safeguarding and meeting the needs of all our children and all visitors to school must be DBS cleared. You will need to show proof of this on arrival.

Designated Safeguarding Lead: Julie Goodwin (Headteacher)

Back-up Safeguarding Leads: Rachel Sharp (Deputy Headteacher)
Richard Crook (Assistant Headteacher)

Governor with responsibility for safeguarding: Michael Clack

Community Links

In order to provide opportunities for our children to become informed and active citizens, we actively encourage outside agencies and visitors to come into our school. We welcome a wide range of people to help us deliver a quality education to the children in our care.

Help and Support

In order to make your visit as rewarding and as beneficial as possible, help and support is given before, during and after your visit to St. Lawrence CE Primary School.

Before

A member of staff will contact you to discuss:

- How your visit will support our existing work
- What knowledge and skills the children already have
- Any requirements you may have during your visit

During

At least one member of staff will be present throughout your visit and will deal with any problems should they arise. We consider visitors to be a great resource for learning and NOT a substitute teacher!

After

Following any visit, we would hope that you contribute to an evaluation session where both school and agency can discuss the work carried out and its impact on the children. We see this as being mutually beneficial and will not only help us with our arrangements but will also be of use to you.

We want your visit to be mutually rewarding. If we can be of any help before or during your visit, please do not hesitate to ask.