## Cheadle Heath Primary School

# VISITORS TO SCHOOL

### Welcome to Cheadle Heath Primary School.

Please take a few minutes to read the important information below.

#### **SAFEGUARDING**

If you have any concerns about the welfare of any of our children you can report them to any of the following Designated Safeguarding Leads:



**CHRISTINE MEEKLEY** 

Headteacher



TRACEY VALLANCE

Deputy Headteacher



**EMMA GEARY** 

Assistant Headteacher

#### **HEALTH & SAFETY**

If you have any concerns regarding Health and Safety in school you should report them immediately to our school Business Manager, Mrs Emma Topping, or the Headteacher Ms Christine Meekley.



At Cheadle Heath Primary School we operates a complete 'no hot drinks' policy around school during the school day. This includes drinks that are in thermal cups. We have a staffroom which is a designated area for staff and visitors to have a hot beverage.



Cheadle Heath Primary School operates a non-smoking policy anywhere on the school site including the staff car park and school field.



Photographs should not be taken anywhere on school property without the prior consent of the school's Senior Leadership Team.

Mobile phones should be switched off whilst in classrooms or other learning spaces.

#### **FLOOR PLAN**

Please familiarise yourself with the layout of our school and all exit routes. Emergency exits are signposted throughout the school and fire evacuation procedures can be found in each classroom.