



KDHS Visiting speakers policy

Policy title	Visiting Speakers policy
Last amendment date	March 2026
Approved by	KDHS Governors
Next review date	March 2028

VISITING SPEAKERS AGREEMENT FORM

We are grateful to have a wide range of speakers willing to come into the school to share their thoughts, ideas and experiences with our students.

As part of our safeguarding procedures, we ask all visitors to complete, sign and return the form below prior to any presentation being delivered in the school.

Please complete in BLOCK CAPITALS:

Name of Visiting Speaker:

Name of Staff Member Organising the Visit:

Purpose of visit:

DBS Number and issue date:

Date of Visit:

School contact:

As a visitor to the school I undertake to agree to the following terms and conditions:

1. The presentation will be age appropriate.
2. Appropriate language and behaviour will be used at all times.
3. The presentation will not spread intolerance in the community and thus aid in disrupting social and community harmony.
4. I will not incite hatred, violence or call for the breaking of the law.
5. I will not encourage or promote racist, homophobic, sexist, ageist or extremist views or promote any acts of terrorism.
6. I will seek to avoid insulting other faiths or groups, within a framework of positive debate and challenge.
7. I will adhere to the school's equal opportunities and child protection & safeguarding policies.*
8. I will send a copy of the presentation / speaking notes to the appropriate member of staff at least one week prior to the presentation taking place.
9. I have read and understood the Visiting Speakers' Policy.*
10. No photographs to be taken on schoolgrounds without permission from a member of staff.

Signature.....

Date