



### Visitors and Speakers Protocol

We hope you have a pleasant visit at King David High School.

Please read and confirm the school's policy with regards to external visitors and speakers.

- To adhere to the policies and ethos of the school at all times during their visits.
- To produce formal identification upon request.
- Visitors will be asked to sign in at the reception.
- All visitors are required to wear a lanyard which must remain visible throughout the visit.
- When leaving school, visitors are asked to leave via reception whilst signing out.
- Ensure the opinions that are expressed during your visit of any nature comply with the regulations and ethos of the school.
- Speakers and visitors must ensure that their words or actions will not give rise to an environment in which people will experience or could reasonably fear – harassment, intimidation, isolation, verbal abuse or violence, particularly because of their:
  - Ethnicity or Race
  - Religion and belief, including lack of religion and belief
  - Sexuality – heterosexual, bisexual, lesbian and gay
  - Gender
  - Disability
  - Trans status
  - Age
  - Civil partnership and marriage
  - Pregnancy and maternity
- If an external speaker or visitor contravenes the guidance, the school reserves the right to immediately shut down an event and to ban that speaker or visitor from the site.
- All speakers and visitors should abide by the law, and the school's various policies including **that:**
  - You must not incite hatred, violence or call for the breaking of the law
  - You are not permitted to encourage, glorify or promote any acts of terrorism including individuals, groups or organisations that support such act.
  - You must not spread extremism, radicalisation, hatred or intolerance in the school community and thus aid in disrupting social and community harmony.
  - **If you have bought the following items with you (a mobile phone, iPad or laptop) into school please confirm you will not take photographs in the school or share any activities in school on social media without permission being first sought from a member of staff**

**Full Name:**

---

**Purpose of visit:**

---

**Organisation:**

---

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_