



## ST. IGNATIUS CATHOLIC SCHOOL

1<sup>st</sup> February 2018

Dear Volunteer,

### **RE: SAFEGUARDING AT ST. IGNATIUS CATHOLIC SCHOOL**

Thank you for giving your time to the children of St. Ignatius School. We are very grateful for your time and effort in providing support for the students in whatever capacity that may be.

As you will be aware, we have been reviewing our Safeguarding Policy at the school to ensure that all our children are safe and well-cared for. As part of this policy, we are asking all volunteers to:

- **Sign-in at the front office and get a 'Visitor' badge every time you come into the school.**
- **Provide a Police Clearance Certificate (cost refundable from the office).**
- **Attend Child Protection Training provided by the school when it becomes available.**
- **Read the schools Safeguarding leaflet (attached).**
- **Know who to report any concerns to (Designated Safeguarding Leads provided on leaflet).**

We appreciate that your time is valuable but we feel that these simple measures will help to ensure the continued safety and well-being of our students.

Thank you for your continued support.

Yours faithfully,

Mr. James Hickey  
**Head of Primary, Designated Safeguarding Lead**

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