



## Welcome

**We hope you enjoy your visit to Castleview Primary. Please ensure you wear your visitor pass at all times. Below you will find key information on:**

- 1. Child Protection**
- 2. Fire Alarm**
- 3. Toilets**
- 4. First Aid**
- 5. Allergies**



## Child Protection

The designated member of staff for Child Protection at Castleview Primary School is Head Teacher – Clare Langley.



If you have a child protection concern you should contact her. If she is unavailable please speak to one of the Depute Headteachers – Jenny Burnett and Jenna Florence or another member of the Senior Leadership Team.



## Fire Alarm Arrangements

Our admin team will have let you know if there is a planned fire alarm. If the fire alarm goes off and it is **unplanned**, please take the lead from the staff member you are with and leave by the nearest fire exit. You will then assemble in the playground.



## Toilets Facilities

Our adult toilets (Male and Female) are situated beside the office. We have an accessible toilet down the ramp in the main hall. Please ask the school office to point you in the right direction if you are not sure.



## First Aid

If you become unwell or require first aid during your visit please speak to our first aider in the school office. We have a defibrillator in our school office.



## Nuts

We appreciate your support in not bringing nuts into our school.