

Visitor Agreement

All adults who are coming into Acorn AP as occasional visitors to deliver sessions or work with young people MUST be prepared to adhere to Acorn AP safeguarding requirements and agree to work within our ethos, as stated below.

We ask that you read the following statements and sign below to confirm your agreement.

Our Ethos

We believe that each young person should know that they are valuable, unique, and gifted and are able to achieve both now and in the future.

We believe that partnerships with local organisations, communities and individuals hold the key to unlocking great education and support for our young people and their families, both in and out of the classroom.

We share a distinctive Christian ethos. In practice, the values of respect, care, love, acceptance and belonging for all will be upheld and encouraged among our staff, young people and throughout our community.

Our centre seeks to educate young people about citizenship and cultural development which includes teaching about fundamental British values. We promote equality of opportunity and diversity for staff and young people in line with the Equality Act and do not tolerate prejudiced behaviour or attitudes.

- I understand Acorn AP's ethos and agree to work within it.
- I will provide ID evidence and understand that Acorn AP may request additional information in order to confirm my suitability to work with young people at the Acorn Centre.
- I will sign in and wear an Acorn AP visitor badge at all times whilst on Acorn premises.
- I will report any incidents of concern regarding children's safety to the Designated Safeguarding Lead or the Head of Centre.
- I understand that my use of Acorn AP information systems and internet may be monitored and recorded to ensure policy compliance.
- I will not install any software or hardware without permission.
- I will ensure that personal data is stored securely and is used appropriately, whether in Acorn AP, taken off the Acorn premises or accessed remotely.
- I will respect copyright and intellectual property rights.
- I will ensure that my use of ICT systems privately (e.g. social networking, text messaging) will not crossover with my ICT use professionally. **I will not add current students as friends on social networking sites and will take care to ensure that any comments about Acorn AP/Acorn activities are appropriate and professional.**

Visitor Agreement

- Whilst at Acorn AP, I will not promote partisan political views either through my teaching or conversations with young people, or through the distribution of promotional material.

I have read, understood and accept the above statements.

Signed: **Print name:** **Date:**