



## THE STONEHENGE SCHOOL

NDR/dah

10<sup>th</sup> May 2018

ANTROBUS ROAD  
AMESBURY  
WILTSHIRE SP4 7ND



Maths &  
Computing

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[www.stonehenge.wilts.sch.uk](http://www.stonehenge.wilts.sch.uk)

### Headteacher

Mr. N. D. Roper B.Sc., NPQH

### School Business Manager

Mrs. C. Busby B.A. (Hons), ADSBM

Dear Parents / Carers,

### Visits to the school premises

I would like to take this opportunity to remind parents of the protocol regarding visits to the school premises.

1. **All visitors must report to Reception.** This applies to all visitors, even those who visit school frequently. Our Reception staff will sign you in and provide you with a visitors badge which must be worn while you remain on the premises. As a precautionary safeguarding measure you may also be asked to provide some form of identification. Under no circumstances may parents (or other family members) come onto site and approach members of staff, or pupils, without first reporting to the main Reception.
2. **Parents who wish to meet a member of staff should contact school first, and make an appointment.** With over 700 pupils on roll there are 1400 parents who may need to meet members of staff, for a variety of perfectly legitimate reasons. Most teachers have a teaching commitment for 85% to 90% of the week, Progress Leaders also have a substantial teaching load and members of the senior leadership team, when they are not teaching, are often involved in meetings which are frequently off site. A parent turning up in school without advance notice is therefore likely to have made a wasted journey. Naturally, in an emergency, we will try to accommodate requests for a meeting but I'm sure you will understand we cannot guarantee this, especially at short notice. The following is a link to our contacts page on the website which will give you staff email addresses - <https://www.stonehenge.wilts.sch.uk/our-school/staff-list/>

Our latest Ofsted report commented very favourably on the high quality of our safeguarding. To maintain this excellent work I would greatly appreciate the co-operation and support of all parents.

Yours

Mr N D Roper  
Head Teacher.