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| **St. Wilfrid’s Church of England Primary School** **Induction Policy – Non-Teaching Staff and Volunteers** **Our Christian Vision:** Our distinctive Christian vision is to follow Jesus’ teaching, enabling all members of the school family to live and love fully. We aim for everything we do to be clearly reflected in our mission statement: **Love God, Love each other, Love learning.** ***Let all that you do be done in love*** (1 Cor 16:14) |

St Wilfrid’s School is committed to safeguarding and promoting the welfare of children and young people.

At St Wilfrid’s School, we abide by:

TheLCC and St Wilfrid’s school Code of Conduct for all staff inschools with delegated budgets (September 2020)

 The Principles of Conduct and Practice as set out by the General teaching Council Code of Conduct and Practice for Registered Teachers 1st October 2009.

As employees and volunteers we:

1. Put the wellbeing, development and progress of children and young people first.
2. Help children and young people to become confident and successful learners.
3. Demonstrate respect for diversity and promote equality.
4. Strive to establish productive partnerships with parents and carers.
5. Work as part of a whole school team.
6. Co-operate with other professional colleagues.
7. Demonstrate honesty and integrity.

As volunteers, we follow the guidelines as set out in the Helpers’ Handbook.

Non-teaching staff and volunteers will be referred to the St Wilfrid’s School Staff Handbook for information and details about expectations for Staff and Pupils.

They will also be referred to the following documents, in order for them to understand their role and responsibilities:

TheLCC and St Wilfrid’s school Code of Conduct

Behaviour Policy

Safeguarding and Child Protection Policy

“Whistle Blowing” Policy

Health and Safety Policy

E-safety ICT Policy

Single Equalities Policy

Preventing Radicalisation Policy

Safeguarding:

New members of staff will complete an initial induction by the Designated Safeguarding Lead There is also a designated Central Safeguarding drive on the curriculum server which contains all the relevant materials and guidance. Please see *Keeping Children Safe at St Wilfrid’s School* document for details.

**By signing the completed induction form, you are confirming that you agree to work within our school procedures and policies.**