

Joint Safeguarding Statement - Aylesbury High School and Aylesbury Grammar School

Aylesbury High School (AHS) and Aylesbury Grammar School (AGS) are committed to safeguarding and promoting the welfare of our students. As we have a number of events, visits and lessons where our students and staff come together, it is important that everyone is aware of the safeguarding arrangements in both schools.

1. If you have **a safeguarding concern** when taking part in any joint event, you can either speak to the safeguarding team in your own school or you can contact the safeguarding team at the school you are visiting. At Aylesbury High School, the Designated Safeguarding Lead is Mrs Queralt (hqueralt@ahs.bucks.sch.uk) and at Aylesbury Grammar School the Designated Safeguarding Lead is Mrs Wilson (lwilson@ags.bucks.sch.uk). You can also speak to any member of staff in either school, who should know what to do with the concern. Further information about safeguarding contacts and procedures can be found on our websites, our Child Protection policies and in the entrance area of our schools. There are photographs of the Safeguarding Teams displayed in both schools.
2. If you have **an academic concern** when taking part in any academic event (lesson, curriculum visit), you should speak first to the relevant teacher from either school. If you need further information or reassurance, please speak to your own Head of Year.
3. If you have **a pastoral concern** (this may relate to attendance, punctuality, being anxious about your learning etc), please speak to your own Tutor or Head of Year.
4. **Signing in and out.** It is essential that schools know who is on the school sites at all times. Attendance is checked daily.
 - At AGS visiting students should ring the bell at Reception where you will be admitted and asked to sign in. Please ensure you have your AHS lanyard at all times so you can be identified. When you leave, you should exit via the Reception and sign out. AHS students with timetabled lessons at AGS will be issued with a fob to 'tap in' and 'out'.
 - At AHS, please enter and exit through Reception and sign in and out in the Reception area. AGS students should wear their uniform so they are easily identifiable.
5. **Study periods** - if a student has a study period between two taught timetabled lessons at the school where they are not on roll, they may request to spend study periods in the Sixth Form Centre for learning purposes by emailing the DSL. This request will be considered on an individual basis and may be removed if the school has concerns about how the study periods are being used.
6. **Breaktimes** - if a student has breaktime in the middle of two taught lessons at the school where they are not on roll, they are welcome to stay and use the Sixth Form Centre for learning purposes. Behaviour should at all times conform to the expectations of the school they are visiting. We would expect students to be in their own school for lunchtimes unless they have an activity at the other school and have permission to be there.
7. **Uniform / lanyards**
 - Students from AGS should wear their uniform whilst visiting AHS, unless previously agreed. The uniform identifies you as an AGS student and is an important aspect of safeguarding.
 - Students from AHS must wear their lanyards at all times, whichever school they are present in.
8. **Toilets** - you are welcome to use the toilets in the school you are visiting.
 - At AGS, there are six single occupancy/gender neutral toilets - one situated in reception, one in main corridor, one in the Drama Studio, one in DT, one in Science and an authorised use toilet opposite the Lecture Theatre
 - At AHS, please use the single occupancy toilets, either by the Drama Studio, in the Sixth Form Centre or just past Reception.
9. **Emergency evacuation procedures**
 - At AGS, when the evacuation alarm sounds, you should follow the flow of students out onto the School playground. You should exit buildings by the nearest door and you should not re enter buildings. Once on the playground, you should go to Zone G (in front of the Library) and report to the Examinations Officer.
 - At AHS, when the continuous alarm sounds, please leave the building by the nearest exit and make your way to the school field. You should line up at the far end of the sixth form, nearest Turnfurlong and report to the Head of Sixth form.
10. We expect all students to show **respect** to the communities of both schools. Visiting students should understand that the agreement to be on site is for learning purposes. Both schools have their own Behaviour Policies which should be respected. These arrangements can be withdrawn if respect is not shown in accordance with our expectations.