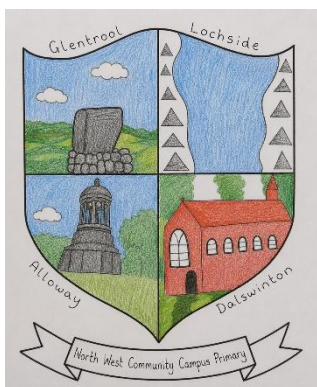




North West Community Campus Primary

Visitor Information



We are delighted to welcome you to North West Community Campus Nursery & Primary. During your visit to our school, the information below may help answer some queries.

CHILD PROTECTION CO-ORDINATORS

Should you need to report any child protection concern, please ask at the office to speak to one of our child protection co-ordinators. Please dial 42600 from any classroom phone and ask to speak to the CPC:



Mr Maxwell-Grierson
Child Protection
Co-Ordinator & Prevent
Lead
(Nursery & Primary)

Miss Wells
Depute Child Protection
Co-Ordinator
(Nursery)



Mrs Hastie
Depute Child Protection
Co-Ordinator
(Primary)

Miss Dooley
Depute Child Protection
Co-Ordinator
(Primary)



FIRE ALARM

Should the fire alarm sound (Loud Claxon), please follow the fire exit signs. The muster point for visitors is in either the Primary or Secondary Playground.

LOCKDOWN

In the event of a tannoy bell followed by the announcement 'North West Campus is safe inside together', this indicates a lockdown and you should stay where you are. If you're in a room, you should lock the door and indicate using a green card that all staff and pupils are accounted for, or mark on a card card that there are staff members or pupils missing. Please avoid any movement around the school. The all clear will be signalled by 1 Tannoy bell followed by the announcement North West Campus is safe and clear.

OUR VISION



OUR VALUES



TELEPHONE

Using any internal 'Cisco' telephone, the office can be contacted by dialling 42600. Office staff can assist with any queries, direct your call onwards or contact SLT should you require support. For on call staff please also call the school office and they will assist you. The external telephone number for the school is 01387 245100.

FIRST AID

Our first aiders in the school are:

Mrs Hoskins (School Office)
Miss Nisbet (School office)
Miss Donnelly (School office)
Mrs Latimer (SSM)
Mrs Dale (Science tech)
Mrs Muir (Primary LA)

REFRESHMENTS

The school canteen is available for hot/cold drinks, light snacks and hot meals at Lunchtime. They accept cash and card/contactless payment. Pre-order forms can be completed and handed into the kitchen in the morning.

STAFF ROOM

The staffroom is located on the first floor, where you will also find staff toilets.

SCHOOL TIMINGS

School Start Time – 9am
Break – 10.30-10.45am
Lunch – 12.15-13.00pm
End of day – 3pm

LUNCH ORDERING - IPAYIMPACT

iPayImpact Supply log in:

Username: NorthWestSupply

Password – Password1!

SIGNING IN/OUT

Please make sure you have Signed in when coming into the school and please make sure you sign out when leaving. There is a yellow sign in and out sheet for Supply staff and for any other visitors please sign in/out on in the White folder. For Nursery Visitors can you please sign in/out at Nursery. Please make sure you always wear a Visitor badge this will be given to you at reception.