

Safeguarding Protocol for Guests visiting Worth Abbey

An agreement between *(insert name/name of group here)*

and Worth Abbey regarding the provision of assistance at The Open Cloister (TOC) at Worth Abbey.

It is the responsibility of every individual to prevent any form of abuse of children, young people and adults at risk. TOC is committed to ensuring the safety and well-being of all our visitors, whilst providing them with a spiritually enriching and refreshing experience during their visit to Worth Abbey.

By signing this document, the signatory confirms that they have shared this information with their group and acknowledges their understanding of and willingness to adhere to the following requirements:

- On arrival guests must sign in and collect a guest's badge(s) at the reception area located in St Bruno's. All guests must visibly wear the badge at all times. On departure, guests must sign out and return the visitors' badge(s) to the reception area in St Bruno's.
- While at Worth Abbey, remain within the **public** areas of the Worth Abbey site (see map).
- The boundaries to Worth School are clearly signposted and these areas are not to be accessed, under any circumstances (see map).
- Guests must not enter into conversation with Worth School pupils.
- No photographs may be taken of Worth School pupils, Worth School staff or of areas within Worth School.
- We respectfully ask that guests dress appropriately at all times, and do not use inappropriate language.

On behalf of the group the signatory acknowledges receipt of a copy of 'Worth Abbey/The Open Cloister Code of Conduct and Responding to Disclosure' document and that the group agrees to abide by this code and guidelines.

Signed _____ Date _____

Print Name _____

*Policy Owner: Director of The Open Cloister
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From Fr Peter Williams OSB, Director of The Open Cloister

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