

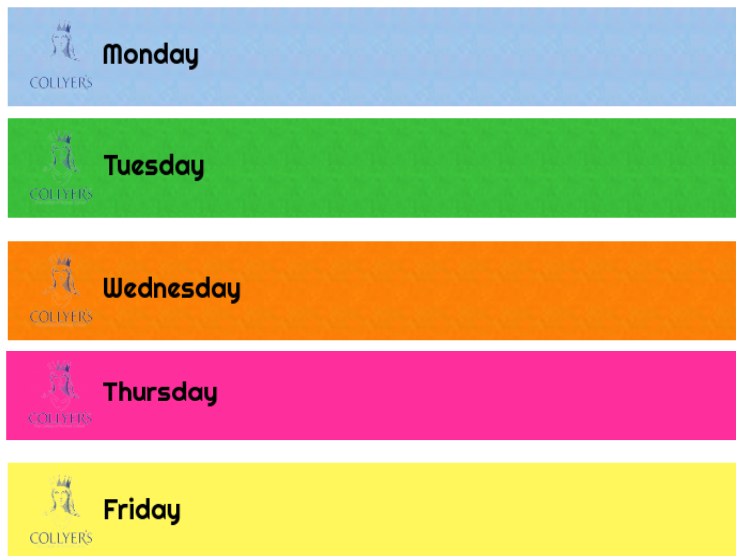
## LANYARD ID

### SAFEGUARDING THE COLLEGE COMMUNITY

Lanyards are the clearest way of identifying genuine users of the college campus. They allow staff, students and other users to easily see who should be on the campus. The absence of a lanyard indicates that a person may be an intruder; potentially putting our college community, at risk of harm. You will be approached and challenged by college security and staff if you are not wearing a lanyard.

#### TEMPORARY ID:

- Students onsite without a valid lanyard must report to the library
- Recyclable paper wristbands in 5 different colours, (one for each day of the week), featuring the Collyer's logo, will be issued – valid for 1 day only
- Wristbands will be date stamped
- Librarian will log 'No ID' on My Progress



#### Sanctions for students who forget their lanyard ID:

- 3<sup>rd</sup> time in one term – TUTOR WARNING, email home
- 4<sup>th</sup> time in one term – HEAD OF HOUSE WARNING, email home
- 5<sup>th</sup> time in one term – VICE PRINCIPAL WARNING, student will need to complete Safeguarding Training to ensure full understanding of safeguarding requirements. (Stage 2 Disciplinary Action Plan issued if student fails to comply)



# COLLYER'S

Founded in 1532

## SAFEGUARDING TRAINING CONTRACT

<b>Student Name:</b>		<b>Tutor:</b>		<b>Date:</b>	
<b>QUESTION</b>					
				<b>YES</b>	<b>NO</b>
Having received information through the tutorial programme about Lanyard ID & Safeguarding, read the information overleaf and raised any questions with the Vice Principal, do you understand why the college requires students to wear Lanyard ID at all times on campus?					
Wearing Lanyard ID on campus is the first requirement of the Student Code of Conduct. You signed a learning agreement when you joined the college which states that you agree to abide by the Student Code of Conduct. Do you acknowledge that you have failed to abide by the Code of Conduct on numerous occasions?					
Having received two written warnings, one from your Tutor and one from your Head of House, do you acknowledge the seriousness of this breach of the Student Code of Conduct?					
<b>Please identify any issues which prevent you wearing your Lanyard ID at college.</b>					
<b>Please make of note of strategies you will use to overcome the issues identified above.</b>					
<b><i>I understand that I must wear my Lanyard ID at all times on college campus and that it is my duty as a student at the college, to contribute to safeguarding the whole college community. I will use the strategies identified above to help ensure that I am able to meet this obligation and I understand that I may be excluded from the campus if I fail to do so.</i></b>					
<b>Name:</b>		<b>Date:</b>			