

Finding Us

If this will be your first visit to Bede's, our address is:

*Bede's Senior School
Upper Dicker
Hailsham
East Sussex
BN27 3QH (for the Car Park please use the post code BN27 3QP)*

To contact the school's main reception, please ring +44 (0)1323 843 252 or please email the School Office on school.office@bedes.org.

If you are coming to us by road, Upper Dicker is 1 mile to the west of the A22 (London to Eastbourne road) and 4 miles north of the A27. We are 10 miles from Eastbourne, 8 miles from Lewes, Seaford and Uckfield, and 3 miles from the town of Hailsham. By rail, journeys from London Victoria to Bede's take approximately 1 hour and 20 minutes, and trains to Gatwick Airport take approximately 45 minutes.

If coming to us by rail, we recommend travelling to Polegate Station, located approximately 10 minutes' drive from the school, at which taxis are readily available. We do not advise using Berwick station as, although nearer, it does not boast a Taxi rank. If coming to us by the Channel Tunnel, the Ashford terminal is approximately 1 hour and 15 minutes away by road.

Please note that a 5mph speed limit is in operation on all Bede's property and the use of mobile phones while driving at Bede's is strictly prohibited.

Bede's is a no smoking site

On Arrival

It is important for the safety and security of our students that **all visitors sign in at The Porters' Lodge** in the Main School Car Park. All visitors and contractors are politely requested to abide by Bede's signing in and out procedure.

Parking of any vehicles is strictly restricted to the Main School Car Park, unless permission is granted by the Bede's Estates Department.

Dog owners please note:

- When dogs are brought onto School premises they must be on a lead and under control at all times.
- Dogs should not be left unattended and those known to bite or be aggressive, or defined as a 'dangerous' breed, must be muzzled.
- For hygiene reasons, dogs are not permitted on marked sports pitches.
- Dog owners must ensure that they bring disposal bags with them and must clear up after their dogs and take this waste home with them.
- Dogs with any vomiting or diarrhoea illness should not be brought on to site.
- Dogs are not permitted within any School buildings, unless these are disability assistance dogs, dogs living on site with residential staff in accommodation buildings, or are on site as part of a specific School activity.
- Dogs remain the responsibility of the owner at all times and as such it is the owner, rather than the School, who will be liable for any injury or damage for which the dog is responsible. Owners are advised to have Third Party Liability insurance for this.
- Any member of the Estates, Sports, Security, or Senior Management Teams has the right to ask that a dog is removed from Bede's premises without having to give a reason.

The safety of our all visitors, pupils and staff is our chief concern. Please familiarise yourself with the following procedures.

SAFEGUARDING

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and visitors to share in this commitment. If you have any concerns that a child has been harmed, is at risk or you receive a disclosure, please contact the Main Reception as quickly as possible and ask to speak to a member of staff with responsibility for child protection.

All visitors must sign in at the Porters' Lodge or (in the case of parents, carers and guardians only) in the House where they are expected. Photographs of students may only be taken with prior permission.

HEALTH & SAFETY

All visitors are subject to the Health and Safety at Work Act 1974; the Management of Health and Safety at Work Regulations 1999; and the Company regulations whilst on the premises. Bede's Health and Safety policy is available on request.

FIRE SAFETY AND ALL EMERGENCIES

In the event of an evacuation, the alarm will sound / be raised. All Visitors must follow the instructions of the Fire Marshal responsible for that building, their Host and/ or the Fire Action Notices displayed throughout Bede's properties.

Visitors should vacate the building / area using the nearest available exit, make their way to the Fire Assembly Point and remain at that point until otherwise instructed. They should make themselves known to the Fire Marshalls or person taking charge.

ACCIDENTS

In the event of an accident, incident, illness or near miss, please report to your host / Reception immediately so that appropriate action can be taken.

SECURITY

Please note that these premises are covered by CCTV.

All visitors must return their pass at the end of their visit.

