

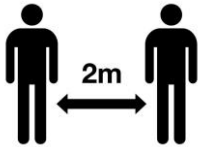





COVID-19 VISITOR PROTOCOLS

Visitors will only be invited onto the school site, if **face-to-face contact is essential for the well-being or learning of a child** (e.g. social worker, speech therapist) or **to enable school operations to run smoothly.**

<p>HANDS</p> 	<p>Wash or sanitise your hands:</p> <ul style="list-style-type: none">○ On arrival○ After using the toilet facilities.○ Before and after working with a child or adult.○ On departure <p>● Please use your own resources - pens, etc.</p> <p>Please clean where you've been - cleaning resources can be</p> <ul style="list-style-type: none">● obtained from the main reception.
<p>FACE</p> 	<ul style="list-style-type: none">● Please wear a face covering* when:<ul style="list-style-type: none">○ arriving on / departing from the school site○ in communal spaces within the school building (e.g. corridors)○ outside, where there are children or adults playing/working○ you are less than 2m from another person, in a meeting <p>When working less than 2m from a child, wear a visor or use a</p> <ul style="list-style-type: none">● plastic screen. <p><small>*If you are exempt from wearing a face covering, we would ask that you wear a visor if possible. If you enter the site without a face covering, you will be reminded of our protocols; to save any embarrassment, please feel free to wear a sunflower lanyard.</small></p>
<p>SPACE</p> 	<ul style="list-style-type: none">● Please endeavour to keep 2m apart from other people whenever possible even if you are wearing a face covering.● Please meet in a well ventilated space - open windows in the room, if they are not already open.
<p>TEST & TRACE</p> 	<p>Upon arrival, you will be required to read and agree to our COVID-19 Visitor Declaration (see over page). Your temperature will also be taken to confirm you do not have a fever.</p> <ul style="list-style-type: none">● Upon arrival, you will be required to provide full contact details, so that Test & Trace can contact you, if this proves necessary.● Please tell us if you test positive for COVID-19 within 14 days of visiting the school.



COVID-19 Visitors' Declaration

- I am not currently exhibiting any symptoms of COVID-19.
- I am not living in a household with someone exhibiting symptoms or who has tested positive for COVID-19.
- I have not been instructed to self-isolate by *NHS Test and Trace* or a medical professional.
- I have not returned to the UK from a non-exempt country in the last 14 days.
- Should I start to exhibit symptoms of COVID-19 during my visit, I shall notify the school office and leave the school premises immediately.
 - If I test positive for COVID-19 within 14 days of my visit, I will inform the school.
- I agree to abide by the school's COVID-19 Visitors' Protocols during my visit.

DECLARATION

I understand and agree that my personal data* is being processed solely for the purposes of facilitating this visit to St Johns CEVA Primary School and may be used for the purposes of COVID-19 infection tracing.

*Full name, employer and mobile telephone number required.

Name of Visitor _____

Employer _____

Mobile Tel No _____

Date of visit to school _____

Signed _____