

# Coronavirus: visitor agreement

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Our school will welcome visitors if:

- The visitor is not at risk of bringing coronavirus into the school. If the visitor answers yes to any of the following they will not be permitted to enter our school.
  - Are you displaying any coronavirus symptoms (a new continuous cough, a high temperature, or a loss or change in their sense of taste and/or smell)?
  - Have you travelled from or through a country that is not exempt from the 'all but essential' travel guidance in the last 14 days
  - Have you been in contact with someone who has tested positive for coronavirus
  - Have you been contacted by the track and trace system and therefore need to self-isolate?
  - Is anybody in your household currently self-isolating?
- The visit is outside of school hours.
- The visit is essential. Visitors will be permitted during the school day if deemed necessary and essential to a child's education or wellbeing by the SLT. This will be looked at as a case by case situation. This will include but may not be limited to the health, wellbeing and safety of pupils, visitors who need to cover lessons or visitors who are carrying out urgent maintenance
- The visitor follows the measures the school is taking to minimise the spread of coronavirus, for example:
  - Washing their hands thoroughly with soap and water for 20 seconds. This will be expected to do upon arrival and departure in the staff room. If moving from room to room, hand sanitiser must be used.
  - If you are able to, we would like to ask you to wear a face covering/visor.
  - Where possible, maintaining a distance of 2 metres from everyone else in the school. Unless essential to their visit, at no point will hand shaking, high fives, hugs or other forms of physical contact be permitted between visitors and the school community.
  - Providing contact details for the school, in case the school needs to contact them following public health advice in the event of a coronavirus outbreak within the school community

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Please read the section above and sign the agreement below:

By signing this document, I understand and agree that when visiting the school:

- I confirm that I do not currently need to self-isolate, in accordance with the latest government guidance
- I will follow the school's hygiene practices (set out in the section above)
- Should I experience coronavirus symptoms within 48 hours after leaving the school, I will notify the school. I will take a coronavirus test and notify the school of the result.
- I understand that the school will keep these details for the recommended 6 years as stated by the IRMS.

VISITOR'S FULL NAME	
VISITOR'S CONTACT NUMBER	
DATE OF VISIT	
PURPOSE OF VISIT	
AREAS OF SCHOOL THAT WILL BE VISITED	
VISITOR'S SIGNATURE	