

TEMPORARY COVID-19 VISITOR POLICY

The Dean Academy

March 2021

We are asking for the support and understanding of our visitors in helping us minimise the risk of COVID-19. Following the advice from Public Health England and The Department for Education, we are now limiting access to the school site to essential visitors only:

- school staff
- pupils)
- parent/carers who have a previously booked meeting – limited to one person
- approved contractors and external staff with an essential purpose i.e. Lead practitioners, EPs, GCC staff

We ask that parents/carers who are dropping or picking up their child(ren), support our efforts to minimise the risk of contact between our families and staff by remaining in their vehicles.

We ask those visitors coming on to school site please to adhere to the following:

- Reception is maximum 1 person at a time
- All visitors must sign in at reception and sign out and offer contact information. At no times should visitors congregate in groups.

All visitors entering the building must:

- Have an agreed appointment with the school office
- Wash/sanitize their hands on arrival
- Wear a face covering when indoors at all times
- Not enter restricted areas of school and follow instructions from the main office, looking always to maintain a 2-metre distance from others
- Refrain from handshakes and hugs.
- Follow instructions of school staff regarding ventilation and airflow whilst meeting

We ask our school community to not enter the school site if they:

- Are currently presenting flu-like symptoms, a fever (above 37.8C) or a new, continuous cough within the last seven days
- Have knowingly been in close contact with anyone with a confirmed case of Coronavirus (close contact means living in the same house, contact with their bodily fluids, e.g. being coughed or sneezed on, or being within 2m of the person for more than a few minutes)
- Have knowingly been in contact with someone who has travelled from any of the named countries listed in Public Health England advisory information without having undergone the advised action relating to 10 days self-isolation

Visitors may only enter the school building by appointment only, by contacting the school office on 01594 843 202 or by info@thedeanacademy.org We apologise for not being able to give you our usual warm welcome, but we must take the current situation very seriously and look after the welfare of our pupils and staff. This policy has been shared with staff, governors, parents/carers, contractors and displayed on our school website.