

Coronavirus: visitor agreement

Royal Britannia Kindergarten welcomes visitors if:

- The visitor is not at risk of bringing coronavirus into the school. Please **do not** come into school if:
 - You currently need to self-isolate
 - You are displaying any coronavirus symptoms (a new continuous cough, a high temperature, or a loss or change in their sense of taste and/or smell)
 - You have travelled from or through a country that is not exempt from the 'all but essential' travel guidance in the last 14 days
 - You have been in contact with someone who has tested positive for coronavirus in the last 14 days
- The visit is outside of school hours. Exceptions will be made only for supply teachers or temporary staff
- The visit is essential. For example, visitors who are essential to the health, wellbeing and safety of students, visitors who need to cover lessons or visitors who are carrying out urgent maintenance
- The visitor follows the measures our school is taking to minimise the spread of coronavirus, for example:
 - Sanitize your hands at the gate before entering the premises and frequently during the visit, especially if moving to different areas of the school, and wash your hands thoroughly with soap and water for 20 seconds if visibly soiled
 - Wear a face covering in areas of the school where social distancing is not possible, such as corridors, staircases, bathrooms. You must keep or put the mask on when arriving at school, moving to your destination and moving around the school indoors. You must bring a sealable plastic bag to keep the mask in, if you take it off in areas where it is safe to do so. If you are using a disposable mask, you must put it in any "black bag" covered bin you find around the premises. You must not touch the front of the covering during use or removal, and must wash/sanitize your hands after removing it
 - Where possible, please maintain a distance of 2 metres from everyone else in the school. Please **no** handshaking, hugs or other forms of physical contact between visitors and the school community!
 - Provide your contact details to the school, in case the school needs to contact you following public health advice in the event of a coronavirus outbreak within the school community

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 3 years

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