



## Covid-19 Visitor Information

**Until further notice, visitors to Cove Junior School are permitted by appointment only, and only when the visit is essential.**

Following advice from Public Health England (PHE), Cove Junior School is mindful that the close quarters in which all of our pupils work within the school require us to take all reasonably practicable measures to protect our staff, pupils and the community at large.

As Cove Junior School continues to monitor the ever-changing information about Coronavirus (COVID-19), we respectfully request that all visitors adhere to the following procedures to help maintain a safe environment for Cove Junior School pupils and staff.

### **Visitors must not enter the school site or building if:**

- They have been tested positive for Covid-19 or have been in close contact with a confirmed case
- They are displaying any symptoms of Covid-19:
  - a high temperature
  - a new, continuous cough
  - a loss or change to the sense of smell or taste
- They have entered the UK from any country not listed as safe on the transit corridor list - quarantine rules must be followed

### **If visiting school with an appointment, visitors must make sure that they:**

- On arrival, visitors (other than those employed by Hampshire County Council) must:
  - Provide evidence of a negative Covid test result where the test was carried out on the day of the visit or the day immediately prior to the visit.
  - If they do not have evidence of a negative Covid test they must arrive 30 minutes before their scheduled arrival time and undertake a lateral flow test provided by the school.

Visitors employed by Hampshire County Council are part of Hampshire County Council's testing programme are not required to provide evidence on arrival

- Wash and/or sanitise hands upon entry to the school building
- Sign the visitors' book
- Visitors should wear a face coverings
- If attending school for a meeting, and all participants are able to socially distance, face coverings may be removed if all participants are in agreement
- Use tissues (or the crook of the elbow) if coughing or sneezing, disposing safely of used tissues and washing hands immediately
- Maintain a safe distance (at least 1 metre, and ideally two metres) from other people at all times

**In order to keep visitors and our school community safe while in school, we have comprehensive processes in place to keep our community safe. The key points include:**

- We have developed a clear protocol and provision in the event of a member of staff or pupil presenting with COVID-19 symptoms while at school. This includes a clearly defined safe area for isolation (The Hangar) until an individual can safely travel home and cleaning the areas where the person has been during the day
- We have put enhanced handwashing procedures in place
- We will provide hand soap, hand gel and disinfectant wipes in all classrooms
- Posters and verbal reminders from staff, to ensure good hand and respiratory hygiene for all children and staff
- We have enhanced daily cleaning provision.
- Our pupils have been grouped in class 'bubbles' to help minimise any unnecessary contact and enable us to track any close contacts quickly if the need arises
- Classrooms have been laid out to minimise face to face contact – tables are in rows facing the front of the room
- We have designated gate access to the site

**After a visit:**

- If a visitor becomes ill and this results in a positive Covid-19 test, please inform the school office as soon as possible

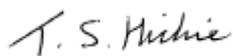
**Limiting the spread of infection is everyone's responsibility.**

You can help us to keep our community safe by respecting and supporting all of the safety measures that we have put in place.

If you have any questions about health and safety, and especially if they relate to the controls we have put in place to minimise the risk from Covid-19, please do not hesitate to contact us before your visit.

Thank you for your understanding and continued support

Kind regards



Tracey Hickie

**Headteacher**