



Culmore Primary School COVID-19 Visitor Guidelines

Culmore Primary School is asking for the support and understanding of our visitors in helping us minimise the risk of COVID-19. Culmore Primary School continues to take guidance from the Public Health Agency. Taking this into account, we are now limiting access to the site to essential visitors only.

If your visit to Culmore Primary School is an essential one, we must still ask that you refrain from visiting if:

- you have travelled from or transited through any of the countries or areas that are currently on 'lockdown' in the past 14 days.
- you have developed a fever (above 37.8C) or a new, continuous cough within the last seven days.
- anyone in your household is required to self-isolate in accordance with Government guidelines.

Along with all the members of the Culmore Primary School community, any visitors to the school should:

- 1) Wash their hands with soap and water before leaving home and once they arrive at Culmore Primary School they should use sanitiser wall-mounted at the front door.
- 2) Gel hand sanitiser will also be available throughout your visit.
- 3) Complete a Visitor Questionnaire on entering the porch area.
- 4) Visitors are required to leave a contact number to aid "Track & Trace".
- 5) Face coverings must be worn in staff rooms and during adult to adult meetings lasting more than 15 minutes and by adults visiting the school site.
- 6) Face coverings are strongly encouraged for activities that entail large numbers of staff or pupils within an enclosed space where social distancing is not possible.
- 7) Maintain 2m social distancing from adults at all times.
- 8) If using bathroom facilities, the disabled toilet has been designated for use by visitors.
- 9) Wash their hands with soap and water before leaving the building.
- 10) Where possible, email any paperwork if necessary.

For the avoidance of potential embarrassment, we would also like to advise you that the School is currently operating a 'no handshake' policy for all members of its community.

The Staffroom has been designated as a space for meetings with essential school visitors when not being used by other staff members at lunchtime.

Please follow the up to date PHA guidance regarding social distancing between adults and children.

We apologise, in advance, for not being able to greet you in our usual welcoming manner, but we are taking the current situation very seriously and it is imperative that we look after the welfare of our pupils and staff.

If you have any questions, please contact the member of staff you were due to visit.