



# Oaklands Catholic School and Sixth Form College

## Coronavirus: Visitor Agreement

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**Oaklands Catholic School and Sixth Form College will welcome visitors if:**

**> The visitor is not at risk of bringing coronavirus into the school**

Visitors should not come into school if they currently need to self-isolate, according to the [latest government guidance](#), for example if they:

- 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)
- Have travelled from or through a country that is not [exempt](#) from the 'all but essential' travel guidance in the last 10 days
- Have been in contact with someone who has tested positive for coronavirus

**> The visit is outside of school hours**

We will permit certain visitors during the school day, e.g peripatetic teachers, social workers, and specialist support providers for students

Parents, only if they are required to attend a meeting agreed in advance to which they have been invited

**> The visit is essential**

For example, visitors who are essential 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 or sanitising hands on arrival
  - Wearing a face covering unless they're exempt from wearing one. They must keep or put this face covering on when arriving at school, moving to their destination, moving around the school indoors and during the meeting.
  - Where possible, maintaining a distance of 2 metres from everyone else in the school. This means no handshaking, hugs or other forms of physical contact 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
  - Doing twice weekly lateral flow tests where required (e.g. social workers)
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**Please read the section above and sign the agreement overleaf:**

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 6 years  
[The [IRMS](#) recommends 6 years, in case of claims by parents or pupils about visitors' actions]

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