

Arun Villages Federation Covid-19 Risk Assessment for Visitors

Aims

To ensure that children benefit from the broadest possible education and any additional support or therapies to which they are entitled, whilst protecting the school and the wider community from infection and preventing/controlling the spread of infection.

For the purposes of this policy/risk assessment, visitors includes all those who are not based in the school including but not necessarily limited to: parents; governors; therapists; specialist/peripatetic teachers.

Practice

- No visitors can be admitted without an appointment.
- Visitors who are not in school to work directly with children will be asked to make an appointment outside the children's school hours.
- All visitors are expected to use hand sanitizer on arrival and departure, and wash their hands frequently during their visit.
- Visitors must observe social distancing throughout the visit. They will not be admitted to individual classrooms except by prior agreement and only when absolutely necessary.
- Visiting teachers/other professionals working directly with children will follow their own professional risk assessments, which may include face coverings such as visors. They are also expected to include social distancing and disinfection measures. The school requires sight of these risk assessments before any visits take place.
- Visitors must report to reception and their attendance must be logged by a member of the office staff.
- Equipment and work spaces must be thoroughly cleaned before, between and after working directly with children. Procedures for this will be agreed between the professionals and the office staff.
- Any unforeseen issues which occur will be discussed and resolved between the visitor and the relevant member of school staff. Visits would need to be ceased in the unlikely event that agreement could not be reached.

Please do not attempt to visit the school if you have any symptoms of coronavirus.

Date: September 2020