St Matthew's C of E Primary
COVID-19 VISITOR POLICY – September 2020

With God Nothing is impossible
You are the light of the world

St Matthew's Primary School is asking for the support and understanding of our visitors in helping us

minimise the risk of COVID-19.

Following the advice from Public Health England and Birmingham City Council, we are now limiting access to the school site to essential visitors only:

- Specialist teachers /Peripatetic Teachers (Rebecca Wright and Catherine Muncey) Artist-in-residence (Sue Guthrie), Any other outside agency/PSS

- Parents – by appointment only

- Approved contractors

- Any other visitors – by appointment only

Prior to entering the building

We ask our visitors to not enter the school site if they:

- Are currently presenting with - a high temperature (above 37.8C), or a new, continuous cough or a loss of, or change in, sense of taste or smell, within the last seven days
- Have knowingly been in close contact with anyone with a **confirmed** case of coronavirus (close contact means living in the same house, contact with their bodily fluids, e.g. being coughed or sneezed on, or being within 2m of the person for more than a few minutes)
- Have knowingly been in contact with someone who has travelled from any of the named countries listed in Public Health England advisory information, without having undergone the advised action relating to 14 days self-isolation and, if recently symptomatic - have been screen tested in the UK through NHS 111 service and been given a negative result

Upon entering the building	
All visitors entering the building must: 1. **Wear a face mask (this may be removed for teaching, as long as there is social distancing and the room is well ventilated.** 2. **Immediately sanitise their hands** 3. **Have an agreed appointment, which the administration team are aware of.**	
Additional requirements	
Peripatetic Teachers/Specialist Teachers	• Teachers will have specific well-ventilated spaces in which to teach their sessions. • No paper will be brought into school. It will be sent via email and distributed to children via our home learning platform (Google Classroom) • All instruments will be wiped down after use (if shared) • Children will be asked to socially distance during lessons. • All children will know timings of sessions and attend independently, so that our

	peripatetic teachers do not have to move around the school.
Artist-in-residence	• Will be based in one classroom (per half term) and become a part of that bubble. • All equipment needed for the half term will be stored in the classroom and only used by one class (at a time).
Approved contractors	• Will attend school at specific times to avoid contact with children. • Will be supervised (in part) by the site manager.
Parents	• Parents who need to see teachers, the office team or SLT will be given specific appointments. • Meetings will be held in a well-ventilated room and all parties will wear masks.
Outside agencies/essential visitors	• Outside agency teams/essential visitors will be given specific appointments. • Meetings will be held in a well-ventilated room and all parties will wear masks. • If the agency will be working with children, measures must be in place to ensure social distancing rules are adhered to, alongside frequent hand sanitising.