**COVID19 VISITOR POLICY - Appendix**

North Huddersfield Trust School is asking for the support and understanding of our visitors in helping us minimise the risk of COVID-19.

We are now limiting access to the school site to essential visitors only:

* The visit is essential for the education, health or wellbeing of a the child
* The visit is to carry out essential urgent maintenance on school property

We ask that parents/carers who are dropping or picking up their child(ren), support our efforts to minimise the risk of contact between our families and staff:

* At the beginning and the end of the day, avoid driving or walking to the front entrance of the school site - unless there is a specific agreement in place

All visitors entering the building must:

* have a pre-arranged appointment
* use the hand sanitiser provided
* cover their mouths and nose with a tissue or sleeve (not hands) when coughing or sneezing
* put used tissues in the bin straight away and wash their hands afterwards / use hand sanitiser
* always maintain a 2-metre distance from others
* refrain from physical contact such as handshakes

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

* are currently presenting Covid-19 symptoms
* have knowingly been in close contact with anyone with a confirmed case of Covid-19

Visitors may only enter the school building by appointment only, by contacting the school office on 01484 452100 or by email office@nhtschool.co.uk

We apologise for not being able to give you our usual warm welcome, but we must take the current situation very seriously and look after the welfare of our students and staff.