



Essential Visitor Protocol October 2021

Published: October 2021	Next review: November 2021	Statutory/non: Non statutory	Lead Kerry Nichol Tuxford Academy
Links to:			
This policy should be read with the following policies and guidance;			
<ul style="list-style-type: none">• The Academy's Safeguarding and Child Protection Policy and appendices• Keeping Children Safe in Education 2021			

COVID-19 Visitor Guidelines

Tuxford Academy is asking for the support and understanding of our visitors in helping us minimise the risk of COVID-19.

Introduction

Tuxford Academy continues to adhere to guidance from the Government, Public Health England and Nottinghamshire County Council. With this in mind, we are now taking the unusual step of limiting access to the academy site to essential visitors only. If you are unsure as to whether your proposed visit is considered essential, please email the school reception office@tuxford-ac.org.uk or call 01777 870001.

If your visit to Tuxford academy is an essential one and an appointment has been made, we would nevertheless ask that you refrain from visiting if:

- You have travelled from or through any of the countries or areas that are currently on 'lockdown' in the past 14 days
- You have developed a fever, a new continuous cough or recognised coronavirus symptoms within the last seven days
- Anyone in your household is required to self-isolate in accordance with government guidelines

Along with all members of the Tuxford community, any essential visitors to the academy:

- Should wash their hands with soap and water before leaving home and once they arrive at the academy, gel hand sanitiser will be available on arrival and throughout your visit
- If it is essential to collect your child from school early for medical appointments etc, for safeguarding reasons, you will be asked to wait within the entrance hall whilst your child is collected and handed over to you. Please wear a face covering when entering the porch area and beyond
- Unfortunately, we will not be able to pass any forgotten uniform, equipment or lunches etc. through to your child once they are in school

For the avoidance of potential embarrassment, we would also like to advise you that the academy is currently operating a 'no handshake' policy for all staff, students and visitors to reduce the risk of transmission.

We apologise for not being able to give you our usual warm welcome, but as you will understand the safety and wellbeing of our students and staff is paramount.

If you have any questions, please contact the school reception as above.