



RATHCOOLE PRIMARY SCHOOL VISITORS' POLICY



Keeping our community safe during our phased reopening

As we continue with the opening of our Schools throughout the pandemic, we have carried out comprehensive risk assessments as part of our planning for a safe return. These are available on request, but we have summarised the key points below:

- We have developed a clear protocol and provision in the event of a member of staff or pupil presenting with COVID-19 symptoms while at school. This includes clearly defined safe areas for isolation until an individual can safely travel home.
- We have put in place enhanced handwashing guidance. This includes the accessibility of hand gel at all external entry points and handwashing facilities in each room.
- Children and staff will bring in their own tissues and will dispose safely of used tissues, ready for collection by the cleaning staff at the end of each day.
- We have put in place a comprehensive communications plan, delivered through posters across the site and verbal reminders from staff, to ensure good hand and respiratory hygiene.
- We have significantly enhanced cleaning provision. We use chlorine-based and anti-viral cleaning products, and new cleaning procedures and protocols have been put in place, in line with EA guidance. All our cleaning personnel have received specific training on cleaning for Covid-19.
- Our year groups are returning in small, consistent groups to minimise mixing. These groups having dedicated classrooms and outdoor spaces.
- We are enforcing social distancing: verbal reminders and posters are reiterating the messaging, and physical reminders such as barriers and line markings are in place to minimise inadvertent contact.

- We have designated discrete, distinct year group drop off and pick up locations to avoid mixing at the beginning and end of each day.
- We have strict controls in place to ensure parents/carers do not come into school.
- All visits to the school will be kept under review.
- A Track and Trace Survey will be completed before entry before any essential visitors enter the site.
- All visitors will wear a mask and work in ventilated rooms, with windows open.

How you can help us:

Limiting the spread of infection is everyone's responsibility. You can help us to keep our community safe by:

- Washing your hands frequently, with soap and water.
- Wear a mask.
- Using tissues (or the crook of your elbow) whenever you need to cough or sneeze, disposing safely of your used tissues and washing your hands immediately.
- Staying at least 2m apart from other people, and encouraging your children to do the same.
- Staying away from School if you are ill for any reason – and isolating for 10 days, in line with Government guidance, if necessary.
- Respecting and supporting all of the safety measures that we have put in place.

If you have any questions about health and safety, and especially as it relates to the controls we have please contact info@rathcooleps.newtownabbey.ni.sch.uk or 02890 852632

This will be kept under review.

1st September 2021