

COVID-19: GUIDELINES FOR VISITORS



Please **DO NOT** visit our school if;

- **You have recently developed a fever (a temperature above 38C)**
- **You have a new, continuous cough**
- **You have noticed a change to your sense of taste or smell**

As we continue to try to minimise the risk of COVID-19 infection across the Primrose Hill community, we ask for the support and understanding of our visitors.

Primrose Hill Primary School continues to take guidance from Public Health England, Salford Local Authority and the DfE in order to help us minimise the risk of COVID-19 transmission. **Taking this into account, we request all visitors to wear a face covering when visiting our school and to comply with the rules contained in this short policy.**

For the avoidance of potential embarrassment, we would like to advise you that Primrose Hill Primary school is currently operating a 'no handshake' policy. We are also unable to provide hot drinks at this time. We do apologise for not being able to provide you with our usual warm welcome, but we must take every precaution in order to look after the health and welfare of our pupils, staff and all of the other communities we are in contact with. As part of the signing-in process you will be asked to sign a form confirming that you are fit and well and have no symptoms linked to COVID-19.

HOW YOU CAN HELP US:

- **Please wear a face covering when visiting our school.** This must be kept on if you are moving around the school or meeting in an enclosed space with a pupil or member of staff and social distancing measures cannot be maintained.
- **Wash your hands frequently**, with soap and water. Please do this as soon as you enter our building. Please also use the hand sanitising gel in school during your visit if you are unable to wash your hands as you move around our building.
- **Support the 'Catch it, Bin it, Kill it' campaign** by using tissues (or the crook of your elbow) whenever you need to cough or sneeze. Please place any used tissues in one of our lidded bins and wash your hands immediately.
- **Stay at least 2m apart from everyone in school.** Please do not stay in close proximity to anyone for any length of time and please do not share items with other people.
- Where possible, **keep the handling of items to a minimum.** Use your elbow to push buttons for doors. Do not hold the door open for others whilst they pass.
- **Avoid touching your eyes, nose or mouth.**
- If you start to feel unwell during your visit, PLEASE GO HOME.
- Please follow the one way systems in operation. Please take note of the signs around school to ensure that you are not in an area where you should not be,
- ALWAYS wash your hands before leaving the building, and please use the hand sanitisers positioned around the school as you move from one zone to the next.

It is important that all visitors respect and support 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 put in place to minimise the risk from Covid-19, please do not hesitate to contact Mr Ashton lee.ashton@salford.gov.uk

THANK YOU FOR WORKING WITH US TO HELP ENSURE THE SAFETY OF EVERYONE IN OUR SCHOOL.

APPENDIX

Information About Face Coverings (Provided by Salford City Council)

A face covering should:

- cover your nose and mouth while allowing you to breathe comfortably
- fit comfortably but securely against the side of the face
- be secured to the head with ties or ear loops
- be made of a material that you find to be comfortable and breathable, such as cotton
- ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)
- unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged

When wearing a face covering you should:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- avoid wearing on your neck or forehead
- avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus
- change the face covering if it becomes damp or if you've touched it

When removing a face covering:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing
- only handle the straps, ties or clips
- do not share with someone else to use
- if single-use, dispose of it carefully in a residual waste bin and do not recycle
- if reusable, wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric
- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed

Disposing of face coverings:

- dispose of them in your 'black bag' waste bin at home or at work, or a litter bin if you're outside
- do not put them in a recycling bin as they cannot be recycled through conventional recycling facilities
- take them home with you if there is no litter bin - do not drop them as litter
- if you or a member of your family is self-isolating double bag them and store them for 72 hours before putting them in a 'black bag' waste bin

More Information;

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#maintaining-and-disposing-of-face-coverings>

https://www.gov.uk/guidance/coronavirus-covid-19-disposing-of-waste?utm_source=9742866f-a0c4-4e00-ba29-43f523670856&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate

If you require any further advice or assistance please contact phsecretary@salford.gov.uk