

JMHS COVID-19

VISITOR PROTOCOL



JMHS is committed to ensuring that the school is a safe place for all. Whilst JMHS policies and procedures apply as always, we are implementing additional requirements to help ensure that we maintain a COVID-secure environment for all:

- You should not visit a school if you:
 - Have coronavirus (COVID-19) symptoms.
 - Have tested positive for coronavirus (COVID-19) in the last 10 days.
 - Are in a household (or support bubble) with individuals who have been tested positive for coronavirus (COVID-19) in the last 14 days.
 - Have been contacted through the NHS Test and Trace programme and been advised to stay at home.
 - Have returned from a country where there is a need to quarantine for 14 days from their return.
- All visitors should be aware that JMHS has a comprehensive risk assessment which can be found on the school website. A copy of this can be made available on request. The risk assessment must be adhered to at all times.
- Parents, carers and visitors should attend by appointment only. We will not accept forgotten pencil cases, books etc. In the case of an emergency you should phone or email giving your contact details and nature of the emergency and we will get back to you as soon as possible.
- All visitors must sign in on arrival and give their email address and phone number to enable visitors to be tracked and traced should the need arise.
- All visitors must follow current guidance relating to social distancing at all times.
- Visitors must wear a face covering whilst on site if directed to do so, and sanitise their hands on arrival and departure. Hygiene and handwashing precautions should be followed at all times.
- Visitors must remain with the member of staff and must ensure that they follow the directions of the member of staff at all times.

Thank you for contributing to keep everyone safe at JMHS

Additional guidance for agencies working with JMHS students is overleaf

Additional guidance for agencies working with JMHS students

The above guidelines apply to all visitors to JMHS. For any agency or professional working with JMHS there are additional requirements.

- You must ensure that any space you are working in has windows open, and where possible, the door open to maximise ventilation.
- You must ensure that you have a risk assessment on behalf of your organisation that has been agreed by JMHS. This must identify risks, control measures and any additional actions or requirements.
- You must immediately inform a member of staff if you have any concerns about the space you will be working in.
- You must immediately inform a member of staff when you leave the space you are working in so that we can ensure it is thoroughly cleaned.
- If you or the student(s) you are working with display any of the symptoms associated with COVID-19 you must immediately contact a member of staff.

Thank you for contributing to keep everyone safe at JMHS