

Visitors to School Covid 19 Addendum

St. Charles' School is asking for the support and understanding of our visitors in helping us to minimise the risk of COVID 19.

St. Charles' continues to take guidance from Public Health England, the Government and Newcastle LA. Taking this into account, we have limited access to the site to essential visitors only. If you are unsure as to whether your proposed visit is considered essential, please email the school reception, admin@stcharles.newcastle.sch.uk or 0191 285 2553.

Post and parcel deliveries may take place ensuring that social distancing is observed.

If your visit to school is essential, we would nevertheless ask you to refrain from visiting if:

- You have developed a fever (above 37.8C) or a new continuous cough
- You have had direct contact with anyone who has had such symptoms within the past 7 days
- Anyone in your household is required to self-isolate in accordance with Government guidelines

Along with all members of the St Charles' staff, any visitors to the school should wash their hands with soap and water before leaving home and once they arrive at school. Gel hand sanitiser/antibacterial wipes will also be available on arrival and throughout your visit.

On entry to school, a member of office staff will use our electronic signing in system and issue you with your visitor badge. Visitors will be permitted from accessing any classrooms or areas of the school where our 'bubbles' of children are located. We ask all visitors to maintain a two-metre social distance.

For the avoidance of potential embarrassment, we would also like to advise you that school is currently operating a 'no handshake' policy for all members of its community. 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 pupils and staff.

Thank you for your cooperation.

Mrs Nealings
Head Teacher