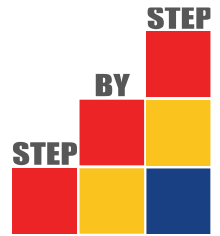


STEP BY STEP SCHOOL



Safety Rules

Visitor Guidance

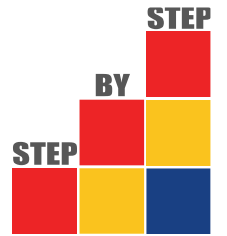
Welcome to Step by Step by School. We have put in place some additional control measures in order to reduce the spread of COVID-19 and kindly ask that all visitors please follow the rules below.

We respectfully ask that all external visitors undertake a Lateral Flow Test (LFT) within 24 hours of visiting the school, that produces a negative result.

Rules

- Do not enter if you have displayed any symptoms of COVID-19 within the last 14 days, or have potentially been in contact with anyone who has had, or displayed symptoms within the last 14 days.
- Please arrive on site with a clean mask. If you don't have a mask then please let us know and we can supply you with one. If your visit requires you to move through the school we will ask you to wear your mask at all times unless otherwise advised by a senior member of staff.
- You will be asked to complete a visitor health check when you arrive at the school. Please phone the school on the morning of your visit to check your visit can still be hosted.
- Please adhere to social distancing guidelines at all times ensuring to keep a minimum of 2 metres distance from other staff and pupils where possible. There are yellow markings around school entrances, please adhere to these.
- If you are transporting a pupil, do not gather around the school entrances before the entrance time of 9:30. Keep your pupil in your vehicle until 9:30 unless otherwise requested by staff.
- Please do not arrive on site without an appointment.
- Use hand wipes, gels or other sanitisers provided on site when you arrive/leave the site at the cleaning stations around the entrances.
- Ensure any equipment you are bringing on site has been cleaned and disinfected prior to coming on to site.
- Please wash your hands on a regular basis.
- Please cough, sneeze or blow your nose into tissues, dispose of them and then wash hands immediately. If no tissues are available please cough or sneeze into your elbow.
- Use any PPE if provided.

STEP BY STEP SCHOOL



Deliveries and collections are to be made at reception only and to be left outside after ringing the bell

Post Visit

If you develop symptoms or have a positive test within 14 days of visiting the school site, you must inform the school immediately.