



Covid-19 Guidance for Contractors and Visitors

Welcome to Trinity School, as a school we have taken every step to ensure that we are a Covid Secure environment. As such, we require visitors to adhere to a variety of measures that are designed to mitigate the risk of transmission to and from all visitors to the school. We ask that you familiarise yourself with these measures before you enter the school site.

- All contractors/visitors must confirm that they have not had symptoms of a high temperature, a new persistent cough and/or a loss of sense of taste or smell in the last 14 days. If they have they will be asked to leave site.
- All contractors/visitors must confirm if they have been in contact with anyone who has shown symptoms of the Coronavirus in the last 14 days and that they have not been contacted by Track and Trace to request that they self-isolate. If they have, they will be asked to leave site.
- Visitors must leave their contact details to facilitate Track and Trace if required.

- All contractors/visitors must book in at reception and must be aware of:
 - The one way system.
 - The requirements of social distancing around the site (2m from other people wherever possible).
 - The requirement to wear a face mask at all times you are in a communal area (an area in which other members of the community may frequent). At Trinity, this includes outside areas.
 - The availability of hand sanitiser on site and the requirement to wash your hands regularly and thoroughly.

- In the case of contractors, their Covid-19 Risk Assessments will be confirmed prior to their arrival.
- The area of the site that the contractor visits will be cleaned once the contractor has left.
- If a contractor/visitor develops symptoms whilst on site, they must:
 - Inform the member of school staff that is responsible for them.
 - Leave school site immediately.
 - They are encouraged to update the school on the results of any test for its own Track and Trace procedures.

TTR

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