

HOLY FAMILY PRIMARY SCHOOL

VISITORS' POLICY

General Statement

In Holy Family PS we provide a supportive environment which adapts to the needs of pupils of all abilities and backgrounds. We aim to organise the educational provision within the school, so that each child has the opportunity to develop physically, intellectually, socially and spiritually and so develop all talents to their full potential. We create a happy environment in which pupils can learn effectively and develop a sense of self-esteem and self-control and we encourage parents to be active partners in the education of their children.

We expect parents to respect and accept the school's visitors' policy. We shall implement our policy fairly and consistently. Should the need for pupil suspension/expulsion arise, we shall follow the procedures put in place by all the appropriate authorities.

Aims

- To maintain and build good relationships within the school between pupils, teachers, ancillary staff, parents, the local community and other outside agencies.
- To promote good health & safety and good hygiene practices that conform with the reasonable expectations and requirements of the school and is based upon mutual respect for the needs and aspirations of all in the school.
- To create and maintain a safe and ordered school environment where good practices are in place and are aligned with government regulations.
- To establish close links with external support services so that provision of appropriate support can be acquired if and when needed.
- To maintain close contact with parents.
- To develop in pupils, a sense of self-discipline and an acceptance of responsibility for their own actions, in the knowledge that their actions affect us all.

In Holy Family Primary School, we have developed clear protocols and provision in the event of a member of staff or pupil presenting with COVID-19 symptoms whilst at school. This is in line with DE directives and includes a nominated safe area for isolation until an individual can safely travel home.

We have put in place enhanced hygiene procedures. This includes the installation of hand gel dispensers at all entry points and in every classroom as well as handwashing facilities in every room also in addition to the handwashing facilities on place in every toilet.

Every classroom is provided with tissues and good practice here is in place so children dispose safely of used tissues, ready for collection by the cleaning staff at the end of each day

'Catch It, Bin It, Kill It' is a Key message promoted throughout the school.

We have put in place a comprehensive communications plan, delivered through posters across the site and verbal reminders from staff, to ensure good hand and respiratory hygiene.

We have significantly enhanced cleaning provision within the school.

Our bubbles are mainly class bubbles and at some points throughout the day they expand to year group bubbles. These groups having dedicated classrooms and outdoor spaces.

We are enforcing social distancing: verbal reminders and posters are reiterating the messaging, and physical reminders such as cones and line markings are in place to minimise inadvertent contact.

We have designated distinct year group drop off and pick up entrance/exit to minimise large parental gatherings at the beginning and end of each day.

We have strict controls in place to ensure parents/carers do not come into school, unless by prior arrangement.

All visitors will be restricted to essential visitors only.

All visitors must report to the office and give their details to the secretary.

All visitors will wear a mask and work in ventilated rooms, with windows open.

Other than essential work, all maintenance work will be scheduled outside the school day.

How you can help us

Limiting the spread of infection is everyone's responsibility. You can help us to keep our community safe by:

- Washing your hands frequently, with soap and water.
- Using tissues (or the crook of your elbow) whenever you need to cough or sneeze, disposing safely of your used tissues and washing your hands immediately.
- Staying at least 2m apart from other people, and encouraging your children to do the same.
- Staying away from school if you are ill for any reason - and isolating in line with Government guidance, if necessary.
- Respecting and supporting all of the safety measures that we have put in place.

The school's directives will be in line with DE guidance and our actions will be dictated by direction from the PHA