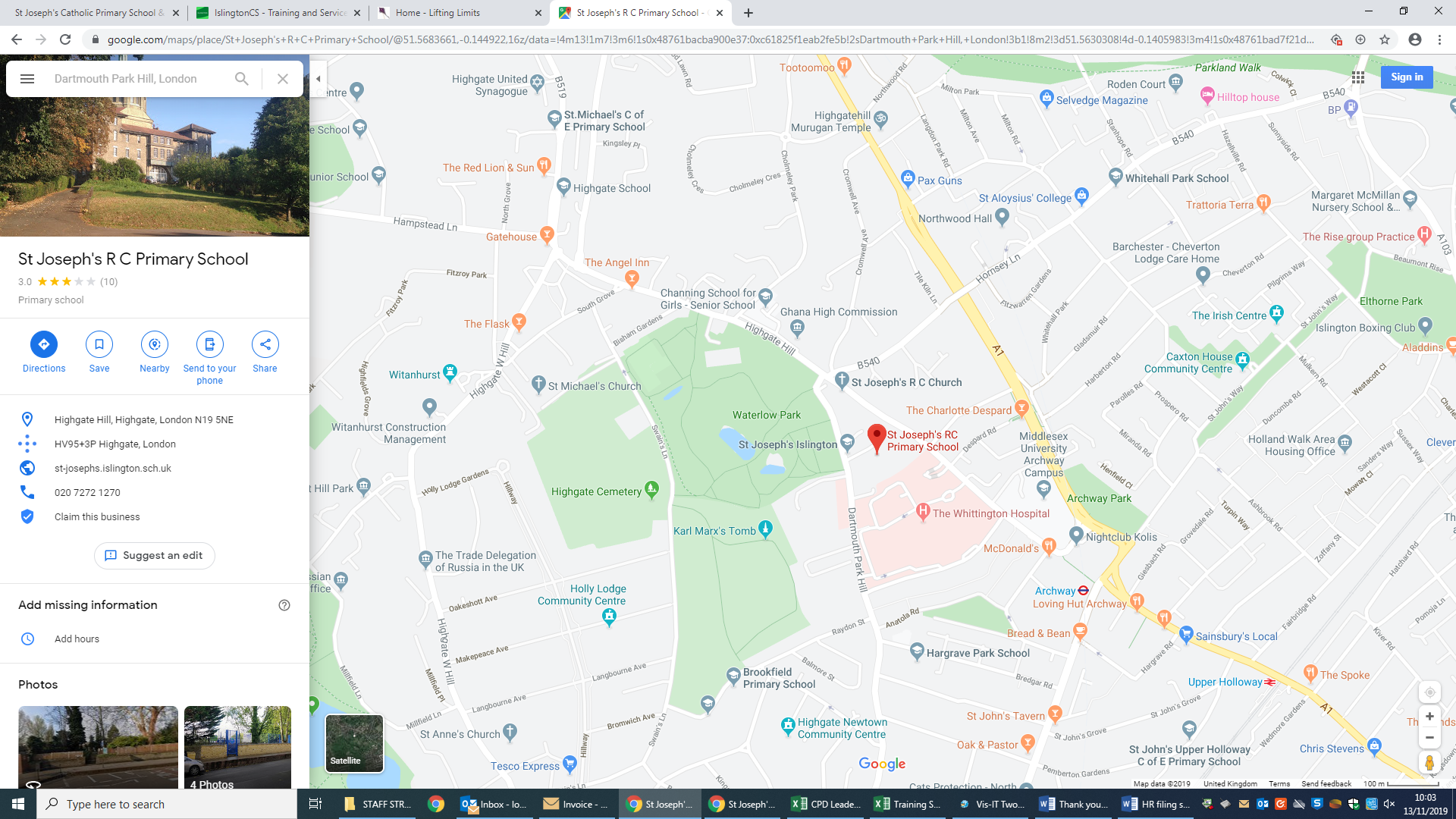
Thank you for visiting St Joseph’s and we look forward to meeting you.

The school is set back from the road and located on Dartmouth Park Hill and Highgate Hill between the Whittington Hospital and St. Joseph’s Church, with the main visitor entrance on 140 Dartmouth Park Hill, N19 5DT.  The nearest underground station is Archway on the Northern Line and we are on a number of bus routes including 271, 210, W5, 134, 43 and 4.



**A reminder about the school’s site security and COVID-19 control measures:**

* Please arrive in plenty of time to go through the safeguarding, Covid-19 control measures including a 30 minute lateral flow test and security process and ensure you bring photographic ID with you e.g. driver’s license/passport and if you are working on site your original DBS certificate
* On arrival, the school office will meet you and please register on-line via the visitor system in the lobby.
* The Government requires premises to assist theNHS Test and Trace serviceby keeping a record of visitors for 21 days. We will use the information you add to the visitors register to assist the school in fulfilling this duty. Please ensure you have signed the visitor agreement.
* The staff in the office will provide you with an external visitors pass and lanyard which must be worn at all times while you are on site. **The school WIFI code is SJP2019!@!**
* They will explain our internal COVID-19 control measures, safeguarding, fire and evacuation procedures.
* You will be given a Safeguarding flier, a COVID-19 flier and agreement which must be read prior to entering the building
* You will be met by your school contact who will show you around the school and ensure you have all you require.

If after you have visited the school you display symptoms or test positive for Covid 19 please contact Louise Palmer (School Business Manager) 0207 272 1270 or [office@st-josephs.islington.sch.uk](mailto:office@st-josephs.islington.sch.uk)

Please *do let us know in advance if you have any mobility issues and require parking. Please note that parking is limited but if there is no availability there is on street parking on a paid basis or free between certain hours.*

Coronavirus: Visitor Agreement

**Our school will welcome visitors if:**

The visitor is not at risk of bringing coronavirus into the school.

Please do not visit the school if you currently:

* Need to self-isolate,
* Are experiencing coronavirus symptoms according to the [latest government guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection) (a new continuous cough, a high temperature, or a loss or change in sense of taste and/or smell).
* Have recently taken a COVID test and are awaiting results.
* Have received a positive coronavirus test result
* Have been told to self-isolate by NHS Test and Trace

The visitor follows the measures the school is taking to minimise the spread of coronavirus, for example:

* If not taken before, on arrival visitors are asked to take a Lateral Flow test.
* Use the hand gel provided or wash hands thoroughly with soap and water for 20 seconds, upon arrival and before leaving.
* Visitors may wear face coverings in the school
* Adopting the ‘catch it, bin it, kill it’ approach

**All visitors must read the section above and sign the agreement below:**

By signing this document, I understand and agree that when visiting the school:

* I confirm that I am not experiencing coronavirus symptoms according to the [latest government guidance](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection) and do not currently need to self-isolate, in accordance with the latest government guidance
* I confirm I am not awaiting test results following a recent Covid test
* I will follow the school’s hygiene practices
* Should I experience coronavirus symptoms within 48 hours after leaving the school, I will notify the school. I will take a coronavirus test and notify the school of the result.
* I understand that the school will keep these details as per [IRMS](https://irms.org.uk/page/SchoolsToolkit) recommendation, in case of claims by parents or pupils about visitors’ actions

| Visitor’s full name |  |
| --- | --- |
| Visitor’s contact number |  |
| date of visit |  |
| Purpose of visit |  |
| Areas of school that will be visited |  |
| Visitor’s signature |  |