



SCHOOL MEDICALS POLICY DURING CORONA VIRUS

In response to the global coronavirus outbreak, Greenvale has implemented a strict visitor policy to safeguard the health and wellbeing of the whole school community. Our policy has been developed in accordance with the advice and guidance given by Public Health England (PHE). However, some of our vulnerable young people do require physical examinations as part of a medical and hence annual medical reviews will be conducted for a small number of students at Greenvale School. Due to the intimate nature of the physical examination, parents/carers are required to be present.

This policy is applicable to anyone who is not a staff member at Greenvale School or a current pupil and comes onto the school site to attend a medical.

Medicals will involve both other professionals and parents coming onto the school site.

This policy will stay in place during the Covid-19 restriction period and will stay in force until further notice.

This policy will be agreed by all professionals who attend a medical clinic at school, communicated to all parents / carers and published on our website.

An easy-to-read summary will be displayed at the main reception and entrance to the school.

Therefore, to protect all in the school community, anyone who meets the following criteria not to visit the school until they have completed the specified self-isolation period and remained symptom-free. Please do not visit the school if:

- You have a high temperature and / or new continuous cough
- a loss or change to your sense of smell or taste
- You have had direct contact with anyone who has such symptoms within the past 7 days

Visiting Professionals For Medicals.

GENERAL – Visiting professionals for medicals will only be admitted to the school premises (i.e., beyond the school gate) with a prior appointment. Medical professionals are asked to only arrange appointments in school if a meeting cannot take place virtually or at another location.

Clinics, or one off appointments, must be booked as far in advance as possible.

Please inform the school with 48 hours' notice which professionals and parents will be visiting the site with detailed timing.

Visitors will only be admitted into the school buildings if the correct safety protocols have been adhered to.

- No-one will be admitted onto the school site without speaking to the school office staff through the intercom.
- Office staff will check to ensure an appointment has been made or check they are permitted to enter the school.
- Please walk directly from the gate to the main doors and wait in the waiting area inside the building to the left. There is a one-way system in place here. You will be able to speak to office staff through the glass screen of the office.
- A protective barrier will be in place to safeguard the staff from any visitors.
- Visiting professionals will be required to complete a visitor's track and trace form and hand it in at reception.
- **CONTACT DETAILS WILL BE REQUIRED FOR EVERY VISITOR THAT ENTERS THE SCHOOL IN ORDER FOR "TRACK AND TRACE" TO BE EFFECTIVE IN THE CONTROL OF THE VIRUS IF A CASE WERE DETECTED.**

- A pen will be provided, however, visiting professionals will be encouraged to use their own if possible.
- Visitors will pre-registered and signed in using our electronic system. Please allow our staff to do this and do not touch the screen.
- A disposable Visitors label and ID card will be provided on arrival (which can be passed through the space between glass panels in the screen) and must be worn at all times. Please destroy this when you leave the site.
- A hand sanitiser dispenser will be available in the main Reception area, and all visitors **MUST** use this before entering the building.
- Frequent handwashing/sanitising is recommended, particularly when moving between different areas in the school
- Visiting medical staff will bring PPE with them and use it as required by their guidelines.
- All visitors should be advised that social distancing must always be maintained, unless a member of staff agrees that an alternative protocol is appropriate.
- Please do not bring any unnecessary items into the school. You may be asked to leave items at Reception. (plastic bags will be available)
- The use of school toilets and staff room is prohibited without agreed consent from a member of the SLT. There is a designated visitors' toilet outside the hall near reception. You will need a code to get in.
- Please go directly to the room allocated for medicals (the i-base) using the door from reception and stairs directly next to it.
- DO NOT enter the corridors used by students. If you wish to access the medical room, please arrange to be accompanied by the school nurse.
- Refreshments will not be provided
- Please bring your own drinks / water bottle with you
- Fire safety and health and safety arrangements will be on the back of the id slip when you sign in at Reception.
- Fire procedures are also in the allocated room.

PARENTS / CARERS

Parents may only come onto school premises at the agreed appointment times as requested and agreed in advance.

Only one parent should attend (do not bring other members of the household)

A member of the school medical team will go to the front gate to meet the parent and will escort parents to the medical room.

Parents will be asked to wear masks whilst in the school building.

Parents will not be able to wait in reception if they arrive early.

Please come on time for your appointment.

Parents will not be allowed to visit classes or pass on messages or have conversations with school staff.

Parents will be escorted through the corridors ensuring that they are not moving with groups of students. The route taken will be from reception through the swipe door (NOT the sliding door). They will proceed directly up the stairs and into the Interventions base where medicals are held.

Stringent hand washing measures should be adhered to on arrival and before departure from this area.

Parents will be escorted back to reception where they can swipe out and should leave the premises without any need to approach reception.

If you need to communicate with the school office, please do so by email (admin@greenvaleschool.co.uk) or by telephone (0208 8465 0740)

Any concerns regarding anyone **not** adhering to this policy should be notified to the Head Teacher at the earliest opportunity.

We take the safety of our staff and pupils very seriously. Failure to adhere to this policy may result in you being asked to leave the premises.