

AZBUKA RUSSIAN-ENGLISH PRIMARY SCHOOL & NURSERY

PROTECTIVE MEASURES AND SAFEGUARDING PRACTICE DURING CORONAVIRUS PERIOD

RULES FOR VISITORS

Updated 3 September 2020

All visitors to the School and Nursery (including parents) shall:

- If you arrive at AZBUKA and there are others waiting to outside, please adhere to a socially distance regulations
- On entry to the building, you must sanitise your hands
- Face covering and overshoes must be worn at all times
- Sign-in and sign-out in the Visitors Book. Please make sure you write your name and telephone number clearly
- Wear visitor badge
- Ensure doors between rooms are shut at all times
- Not to be left alone with children under any circumstances
- Not to take photographs on camera on phones. The use of cameras and mobile phones are prohibited while on premises
- In case of fire to follow procedures and directions of staff and leave by fire exit signs (green signs)
- No smoking
- At the end of the visit to be seen off premises to the school exit by a staff member