



Visitors to the Boulevard Academy

The following steps will be taken and we ask for your support at this challenging time:

- Parents are asked to phone the school regarding any issues/queries they may have, rather than coming into reception in the first instance. Please use MyEd as the preferred method of communication
- Parents should not enter the school premises without first making an appointment.
- Visitors to site will be by the Principal's authorisation only- where possible, video calling will be used to replace face to face meetings.
- All visitors will be asked to complete a Contact Information Form. This will record their details and who they have had contact with inside the school.
- Appointments will not be made at a time when students are due to arrive or leave site.
- No more than 1 person in reception other than young children with a parent or an interpreter if needed.
- Please do not step over the yellow marking until directed by the receptionist.
- Parcel deliveries will be taken wearing suitable protection and left for 1 hour before opening.
- Parents must wait for students off- site, keeping a 2m distance from other non-household people
- Hand Gel/hand washing- antibacterial hand gel available in reception, please use this on arrival.
- We are closely monitoring the National Health Service, Department for Education and Public Health England guidance, ensuring that all staff and students in the building are protected.

We would like to thank all visitors for supporting us during this period.