



EXECUTIVE DIRECTIVE

All Staff

VISITORS TO THE SCHOOL

All visitors to the school are to report directly to the School Office before proceeding.

This would include: those connected with incursions, such as CSIRO; delivery agents; tradesmen; meter readers, contractors, volunteers, relatives of students and staff, etc.

Parents are considered visitors during class time 9am until 3.15pm.

Visitors will be required to sign our Visitor's Log, have their temperature taken (as applicable under pandemic guidelines) and receive a VISITOR badge, which they will be required to wear for the duration of their visit, handing it back and signing out upon departure.

Approved by
Executive Council
The Athena School Limited