

## Gorey Central School Contact Tracing Log for Visitors

<b>Name of School</b>			<b>School Contact Person</b>		
<b>Address of School</b>			<b>For Queries only:</b>		
			<b>Phone No</b>		
			<b>Email for</b>		
<b>Name of Visitor</b>				Was the visit pre-arranged with the Principal? Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Date of Visit</b>	___/___/_____	<b>Time</b>	<b>Entry to school</b> _____ am <input type="checkbox"/> pm <input type="checkbox"/>	<b>Exit from School</b> _____ am <input type="checkbox"/> pm <input type="checkbox"/>	
<b>Visitor Status</b>	Contractor <input type="checkbox"/>	Parent <input type="checkbox"/>	Other <input type="checkbox"/> Please complete: _____		
<b>Contact details of visitor</b>	Company Name <small>(if applicable)</small>				
	Address				
	Contact No.		Email Address		
	Reason for Visit				
<b>Who the visitor met (separate line required for each person the visitor met)</b>					
<b>Name of Person visited</b>				<b>Length of time spent with each person in the school</b>	