



The Hinckley SCHOOL

Contractors on Site Policy

Date of Last Review:	June 2023
Reviewed by:	Julie Clark, Operations Manager
Approved by Governors:	June 2023
Frequency of Review:	Annually
Date of Next Review:	June 2024

The following protocol should be followed in relation to contractors working at The Hinckley School as a result of COVID-19.

- Contractor compliance visits must continue to take place as normal.
- All contractors must make an appointment prior to arriving at site.
- Contractors working within the academy during school hours will be kept to a minimum and if possible, appointments arranged to take place before or after school.
- The Hinckley School will only permit visits by contractors during school hours when they have the resources to ensure that site protocols can be strictly followed.
- Contractors should make available to the academy their RAMS that include their COVID19 management measures. These will be checked by the school.
- Contractors must be made aware of the schools' COVID19 procedures in place and agree to follow them before being allowed onto site.
- For short duration works contractors will be permitted by the school to use the schools' welfare facilities.
- For small project works where it is not practical for contractors to use shared schools' welfare facilities works must be undertaken outside of term time or contractors must provide their own welfare facilities.
- For larger projects contractors are expected to provide their own dedicated welfare facilities and should not use the schools' facilities.