



THE AMERICAN SCHOOL IN ENGLAND

Visitor Protocol for Lateral Flow Device Testing

This document provides an operating procedure to enable the School to manage lateral flow device testing of visitors, in order to minimize the potential risks and spread of the COVID-19 infection.

1. Visitors will not be allowed onto campus without taking a voluntary lateral flow device coronavirus test.
2. Frequent visitors (such as contractors and substitute teachers) will be required to take a voluntary lateral flow device test twice weekly (preferably on Monday and Thursday or Tuesday and Friday). Alternatively, it will also be acceptable for Security to see proof of a negative result within the previous 48 to 72 hours in the form of an NHS email or text from a test taken at home.
3. Test kits, hand sanitizer, wipes, tissues, gloves, pens and a bin for waste are available for testing in the Security Lodge visitor room.
4. Security will be able to supervise testing of frequent visitors and those familiar with the process.
5. For new visitors, Security may request the presence of a nurse to supervise testing.
6. Visitors will be asked to read and sign a consent form.
7. One visitor at a time will enter the Security Lodge visitor room and take their test, supported by Security or a nurse.
8. The visitor will then be required to wait in their car until Security have verified the test result after 30 minutes.
9. Once read, the test device is binned.
10. Provided the test is negative, Security will advise the visitor and the person tasked with escorting the visitor that they are now free to proceed or, in the event of a positive test, that they will not be allowed on campus and must return home to self-isolate, in line with government guidelines.
11. Security will also inform the Head of School of any positive result.