



Seoul Foreign School COVID-19 Visitor Campus Entry Form

Please complete this form following Seoul Foreign School's Visitor Policy amidst the COVID-19 pandemic. Entry will only be allowed after review of the completed form. Thank you for your cooperation.

Personal Information

Name: _____

(If you are a parent: Student Name: _____)

Mobile Phone Number: _____

Purpose of Visit: _____

1. Have you or your family member had a fever of 37.5°C or higher in the past 24 hours?
 Yes No
2. Have you or your family member had any COVID-19 symptoms in the past 24 hours?

COVID-19 symptoms: fever, cough, difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell, pneumonia as well as fatigue, loss of appetite, phlegm, gastrointestinal symptoms (nausea, vomiting, diarrhea, etc), confusion, dizziness, runny nose, stuffy nose, hemoptysis, chest pain, conjunctivitis (pink eye) and dermatological conditions (skin problems).

- Yes No
3. Have you been diagnosed COVID-19 positive in the past 7 days?
 Yes No
 4. If you traveled overseas in the past 7 days, were you asked/recommended to quarantine?
 Yes No
 5. Do you currently have a family member or co-resident who is under quarantine?
 Yes No

I certify that the information provided above is truthful without any omission or concealment of information.

Signature: _____ Date: _____



SEOUL FOREIGN SCHOOL VISITOR CODE OF CONDUCT - GENERAL VISITORS

As a Visitor to Seoul Foreign School(SFS) I am aware that:

- The School has CCTVs in operations around the campus.
- All staff at the school have been properly trained in Child Protection and are required to immediately report concerns regarding Child Protection.
- SFS is a smoking-free school.

As a visitor at Seoul Foreign School I will:

- Treat everyone with care, respect, patience, integrity and courtesy regardless of race, religion, gender, and/or position.
- Always wear my ID badge and lanyard in clear display.
- Stay within the areas necessary for the visit and stay with my host, or delegated person, if I have been invited.
- Refer any Child Protection or Safeguarding concerns to the relevant SFS staff.
- Cooperate fully in any Child Protection investigation.

I will not:

- Enter classrooms without permission from a member of SFS.
- Take any photographs of students, without explicit permission from the relevant SFS staff.
- Be alone or isolated (out of earshot or out of sight) with any student at any time.
- Touch or invade the personal space of any child nor approach a child in order to chastise them because of alleged actions of the child.
- Use student-only restrooms.
- Be under the influence of alcohol or illegal drugs at any time while visiting SFS.
- Engage in smoking cigarettes or vaping. Seoul Foreign School is a smoke-free school.
- Reveal personal information regarding sex, drugs or alcohol to a student.
- Accept gifts from or give gifts to students without the knowledge of their guardians.
- Exchange contact details with a student or engage in private communications with students. Text messaging, personal email, Facebook, Twitter or other forms of electronic or social media communication are not allowed.
- Meet students on campus outside of school hours, unless on official school business, after consultation with the Principal of the student, and with written parental consent.
- Discuss any information about a child or employee beyond the reason for the visit.
- Damage or destroy any school property.

I have read and understood this Code of Conduct and agree to abide by the above.

I understand that its aims are in the best interests of all students, staff and visitors and that any authorization to visit will be withdrawn if any of the above is violated.

Name:

Purpose:

Signature:

Date:



SEOUL FOREIGN SCHOOL

INSPIRING EXCELLENCE, BUILDING CHARACTER - SINCE 1912
