



# Falcon Junior School

Falcon Road West, Sprowston, Norwich NR7 8NT

Telephone: 01603 441417

Website: [www.falcon.norfolk.sch.uk](http://www.falcon.norfolk.sch.uk)

Email: [office@falcon.norfolk.sch.uk](mailto:office@falcon.norfolk.sch.uk)

Headteacher: Mr E J Savage

## Visitors to site

Visitors to site should be by appointment only and should be essential to the education of the children and/or the running of the school.

Parents and visitors should contact the school by email ([office@falcon.norfolk.sch.uk](mailto:office@falcon.norfolk.sch.uk)) or by phone (01603 441417). Entrance to the office reception is one in, one out.

Staff meetings with parents should be virtual or be phone.

All visitors to site are required to wear facemasks. Facemasks are required to be worn at all times within the building by visitors.

All visitors to site are required to scan the track and trace QR code and sign the visitors book.

All visitors to site must abide by the two metre social distancing guidelines and follow the hand hygiene of regular handwashing and hand sanitizing.

Parents and families on the playground at drop off and pick up should observe social distancing guidelines and be mindful of avoiding congestion on narrow paths and at the school gates.