

CONTACT TRACING LOG

Name of School	Scoil Bhríde		School Contact Person	Pauline (secretary)
Address of School	Cannistown Navan County Meath		For Queries only: Phone No	046-902 9779
			Email	secretary@cannistownns.org
Name of Visitor				Was the visit pre-arranged with the Principal? Yes <input type="checkbox"/> No <input type="checkbox"/>
Date of Visit	--- / ---	Time	Entry to school _____	Exit from School _____
	/20 __		am <input type="checkbox"/> pm <input type="checkbox"/>	am <input type="checkbox"/> pm <input type="checkbox"/>
Visitor Status	Contractor <input type="checkbox"/>	Parent/Guardian <input type="checkbox"/>	Other <input type="checkbox"/> Please complete: _____	
Contact details of visitor	Company Name (if applicable)			
	Address			
	Tel No.		Email	
	Reason for Visit			
Who the visitor met <i>(separate line required for each person the visitor met)</i>				
Name of Person visited				Length of time spent with each person in the school

The above document is available from
www.cannistownns.org/download-contact-tracing-log