



Memorial Composite High School

Visitor Entry Protocol for Schools and PSD Sites



Screening Requirements for School or Site Entry – Parkland School Division

- Any service provider, contractor, visitor or volunteer entering a school or Parkland School Division site must complete the COVID-19 Screening Questionnaire.
- Staff members who visit a school or site that is not their regular place of business must also complete and sign this form.
- A copy of the completed Screening Questionnaire shall be kept on file.
- Screening shall be completed in a manner that maintains physical distancing and avoids contact as much as possible.
- Individuals who do not comply with the completion of the screening form will be denied access to the school or site.
- Screening shall be completed in a manner that treats individuals with respect and dignity, providing them with information so that the reasons for screening are well-understood.
- Children and youth who may be visitors to a school or site will need a parent to assist them to complete this screening tool.

If you have answered “Yes” to any of the below questions, please DO NOT enter the school at this time UNTIL YOU USE the [Alberta Health Services Online Assessment Tool](#) to determine whether you need to be tested for COVID-19 or self-isolate.

1.	Does the attendee have any new onset (or worsening) of any of the following	CIRCLE ONE	
		YES	NO
	• Fever*	YES	NO
	• Cough*	YES	NO
	• Shortness of Breath / Difficulty Breathing*	YES	NO
	• Runny nose*	YES	NO
	• Sore throat*	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Nasal Congestion	YES	NO
	• Feeling unwell / Fatigued	YES	NO
	• Nausea / Vomiting / Diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle/ Joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis (Pink Eye)	YES	NO
2.	Has the attendee travelled outside of Canada in the last 14 days?	YES	NO
3.	Has the attendee had close contact** with a confirmed case of COVID-19 in the last 14 days?	YES	NO
4.	Has the attendee had close contact with an individual who has any one of the first 5 symptoms on this list (shaded) AND who is a close contact of a confirmed case of COVID-19 in the last 14 days?	YES	NO

**Individuals legally required to quarantine for 14 days when entering or returning to Alberta from outside Canada

*** Face-to-face contact within 2 metres. A health care worker in a occupational setting wearing recommended personal protective equipment is not considered to be a close contact.

Reason for entering the school (include location, names of staff, students who you will be in contact with, etc.). Your details help us in the event of an outbreak:		
Email:		Phone Number:

NAME

SIGNATURE

DATE