



SAINT VINCENT'S
CASTLEKNOCK COLLEGE

Contact Tracing Log

School Contact Person. Grainne McConville.
(01) 8213051
info@castleknockcollege.ie

Name of Visitor			
Date of Visit	___ / ___ / 2020	Was the visit pre-arranged with the Principal? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Visitor Status	Parent/Guardian <input type="checkbox"/>	Contractor <input type="checkbox"/>	Other _____
Contact details of visitor	Company Name (if applicable)		
	Address		
	Contact No.		Email Address
	Reason for Visit		
Who the visitor met (separate line required for each person the visitor met)			
Name of Person visited		Length of time spent with each person in the school	

SIGNATURE

TIME IN	_____ am <input type="checkbox"/> pm <input type="checkbox"/>	
TIME OUT	_____ am <input type="checkbox"/> pm <input type="checkbox"/>	