

COVID-19 Safety Precautions

A risk assessment has been completed covering our training operation to ensure any risk is limited as far as possible. The following is a summary of precautions that have been implemented as a result:

- Removal of physical sign in books
- Staggering of arrival and departure times to reduce crowding
- Managing occupancy levels to enable social distancing
- Staggering break times to reduce pressure on toilets and entry/exit routes
- Regular cleaning of contact points throughout the day
- Reducing the number of people each person has contact with
- Movement of all persons around the centre will be restricted
- Using back-to-back or side-to-side working (rather than face-to-face) whenever possible.
- Wearing face coverings
- Avoiding transmission during training by all persons having dedicated equipment such as pens, test equipment, books and other required equipment.
- All equipment will be cleaned prior to each course and on a regular basis
- Reconfiguring seating and tables to maintain spacing
- Windows will be opened in training rooms where conditions allow
- Reference books used during a course will be quarantined for 7 days
- Cleaning and washing facilities are available throughout the centre