

# COVID 19

## Safe Training



During this time, we have implemented a number of control measures to ensure the training we conduct is in line with current government guidelines. Risk assessments have been carried out and as a result, this document is designed to advise you on what to expect when you or your colleagues attend a course with us.

### **On Booking**

Before booking the training, it should be discussed as to whether the training is necessary at this time. Can the training be arranged for later in the year? Whilst there are still restrictions on social gatherings, face to face training should only be carried out for essential/key workers, or is business critical, or is needed for restarting businesses.

At the time of booking we will confirm that learners attending do not fall into the high-risk health categories as laid out by the Government. Whilst we cannot deny the learner access to our course, we will strongly recommend they do not attend as the risks will outweigh the benefits during this unusual time.

We will confirm that learners have not had any symptoms associated with COVID-19 or have been in contact with anyone suspected to have the virus within the last 14 days.

**Any learners in any doubt about their welfare or health should not attend the training.**

### **On Arrival**

Learners will be greeted by the trainer and as part of our risk assessment, a non-invasive temperature will be taken, ID checked, register and health screening completed.

Learners will be directed to their seat where they will find a training pack which includes gloves, face mask, CPR face shield, training bandage, triangular bandage, pen and learner support materials. You will also be allocated your own manikin(s) to use throughout the duration of the course. All manikins will have been deep cleaned, with brand new lungs fitted. A copy of the cleaning schedule is available on request.

The room will have been set up to ensure social distancing is maintained. So please do not rearrange the seating. Hand sanitisers will be available around the room for learners to use on a regular basis along with regular handwashing.

### **Breaks and lunch**

We politely request that learners vacate the training room during break times to allow us to clean the room and set up for the next session. We also ask that one person at a time use the toilet facilities to reduce learners coming into close contact. On entering and leaving the room please wash and sanitise hands.

### **Practical elements**

We conduct our courses in line with QNUK requirements. Assessments will require practical demonstrations by learners to meet learning outcomes. To try to ensure learner safety, please only use the equipment designated to you and when instructed please also use the PPE provided. Where possible and if learners are comfortable, some elements e.g. recovery position, will require learners to demonstrate on a real casualty and we will allocate pairs to work together.

### **Waste materials**

Please place all used materials in the bins provided where it can be disposed of safely.

### **After the course**

We ask learners to monitor their health after the course. If a learner believes they have contracted COVID-19 within a 14-day period after the last day of training, they must contact us so we are able to alert the other attendees.

### **And finally...**

We have gone to great efforts to ensure our training is COVID secure and whilst we can prepare as much as possible, we may have to modify and adjust some measures to the training to ensure learner safety. However, for this to happen, we are very much relying on learners helping us to keep safe by complying with the trainer's requests.

These measures are in-line with current government policy and are correct at the time of issue. Measures will be adjusted to meet with any changes as laid out by our Awarding Body and Government policy.