

STAFF COLLEGE MEMBERS SAFETY MEASURES

We take the safety of you, our members, and our team very seriously. We are currently adopting the following safety measures. We regularly review these in line with [government advisory guidance](#). Our safety measures will always adhere to current legal restrictions and local restrictions dictated by the venues or organisations we are working at. Our measures are often stricter than those imposed, and are developed to ensure that we can keep people at as low risk as possible from covid-19 when attending face to face programmes. If you would like to discuss these with us, please get in touch with the team.

 YOU have symptoms of Covid-19	<p>Do not attend your training session. Please inform us at the earliest opportunity. Please follow government guidance.</p>
 Rapid Lateral Flow testing	<p>1 in 3 people with coronavirus do not have symptoms but can still infect others. To help us minimise the risk of asymptomatic transmission, we ask that all attendees complete a rapid lateral flow test within the 24 hours prior to attending our training. All of our faculty and staff will also be expected to complete a test within this time frame.</p> <p>If you are not routinely taking these tests, find out how to access rapid lateral flow tests here. Please inform us and do not attend the session if you test positive.</p>
 A MEMBER OF YOUR HOUSEHOLD has Covid-19	<p>Please do not attend your programme and let us know. We will look at rebooking you on a future programme.</p>
 Contact tracing	<p>If you develop symptoms of Covid-19 within 10 days of attending a programme, please inform us.</p> <p>We will ask you to provide your email address and mobile telephone number to help us assist with advising all fellow members of your group and they can follow the appropriate guidance.</p>
 Social Distancing	<p>We only use training rooms large enough for all members, faculty and staff to be socially distanced throughout programmes and limit the size of groups where required.</p>
 Face Coverings	<p>Current guidance advises wearing a face covering where you come into contact with people you don't normally meet in enclosed and crowded spaces. Whilst encouraging people to continue to adopt social distancing, you are welcome to wear a face covering, and request that others do, should you feel more comfortable doing so. We ask that you follow any requirements from the venue regarding wearing face coverings in communal areas.</p>
 Ventilation	<p>We are implementing advice about increasing ventilation. We will open windows for at least 10 minutes of every hour in all training rooms. This has been shown to increase the flow of fresh air and reduce the chance of infectious particles remaining in the atmosphere.</p>
 Hand Washing	<p>Please ensure you use the hand sanitizer available and wash your hands regularly throughout the day.</p>
 Emergency procedures	<p>Follow the fire evacuation procedures for the venue which may include specific directions to ensure you continued safety when evacuating and at assembly points.</p>