

SIERRA TRAINING CLASSROOM SAFETY PROCEDURES:

When you attend our training course, our top priority is your health and well-being. We have implemented comprehensive cleansing and social distancing measures, so you can feel safe in the knowledge that all necessary precautions and guidelines have been taken.

Note: The hotels own safety procedures and guidelines will be sent with our joining instructions and can be downloaded from the Information page of our website:

www.sierra.co.uk

- **Minimum distance**

In our training rooms, each delegate and the instructor will be over 2 metres apart to ensure social distancing. You will sit at your own desk, so you will not have anyone sat at a desk next to you. We are only allowing a maximum of 3 delegates on any one course so we can all be socially distanced in a safe environment.

- **Face and hand protection**

Face masks and disposable gloves are available in the classroom - the use of the face mask and gloves is not mandatory in the classroom – that is your choice. The instructor will wear a face visor whilst training. Face masks meet standard FFP2 and disposable gloves meet standard EN420.

- **Hand disinfection**

Anti-viral hand sanitiser gel dispenser is available in the classroom. The gel meets standard EN 14476.

- **Air circulation**

We will open windows and have the air conditioning on to maximise the air circulation and quality of fresh air throughout the training sessions.

- **Training classroom / equipment etc.**

Each delegate will have a transparent protection screen on the desk behind the monitor. All surfaces you come into contact with will have been deep cleaned and sanitised using an antiviral cleaning product effective against Covid-19 (Cleaning product meets standard EN 14476). All equipment, including keyboards, mouse and monitor, will have been thoroughly sanitised prior to training days. Anti-viral cleaning items will be available to re-clean your work area as often as you like.

- **Thermal Scanner**

A thermal scanner is available on entry to the training room allowing you to quickly and accurately test your temperature.

- **Tea/Coffee/Lunch breaks**

The breakout area is directly outside the classroom where social distancing will be maintained when we break mid-morning and mid-afternoon. Lunch will be provided every day during training via the hotel restaurant. You will have options on where you have your lunch and the time for lunch is your own.

If you have any questions or need any further information please contact us via email: training@sierra.co.uk