



Additional booking information for COVID-19 risk management

We want both the trainee and trainer to feel safe through the driver training session.

It is therefore important that both trainer and trainee's mutually agree with appropriate COVID-19 risk mitigation at least verbally prior to the commencement of the session.

The guidance we state here is to be taken as guidance only, any Government advice or subsequent updates locally, nationally or within the industry/business should be followed. (e.g. for self-isolation and vaccines).

- Check that all parties have not knowingly been exposed to, tested positive or have had any known symptoms of COVID-19 (which can be found on government guidance online - <https://www.gov.uk/coronavirus>) - These questions may be asked on the phone prior to the session, but should be repeated on the day of the training session, to ensure the most up-dated information is used;
- If during the session, any recognised COVID-19 symptoms present themselves, either party may decide to terminate the training session;
- It is recommended that the use of lateral flow or PCR COVID-19 testing, should be completed at least once a week, ideally twice a week by trainers/trainee.

Recommendations for in-vehicle training:

- At least one window should be slightly open for increased ventilation throughout the session;
- To avoid recirculated settings on HVAC (Heating ventilation and air conditioning systems) where possible;
- All parties ensure that hands are cleaned and sanitised prior to the session;
- All parties may consider the use of face masks (or other appropriate PPE), however this is the choice of the individual;
- The vehicle(s) may be cleaned with antiviral/antibacterial cleaner to all relevant contact points prior to training and prior to any change of driver;
- Social distancing is in place where possible;
- Regular breaks outside the vehicle, where possible, should take place.

Please ensure the safe disposal of any PPE (including masks).

Where safe to do so, some sessions may be up to 3:1 trainer ratio, where there is a mutual agreement between trainer and trainee that this is acceptable. The training ratio will be advised prior to the session.