

PROTECTIVE MEASURES AGAINST COVID-19 VIRUS



CLASSROOM CAPACITY & SET-UP

- ✓ Formal Classroom training capacity will be kept to a maximum of 25 learners.
 - ✓ Group seating will be replaced with classroom style set-up to limit proximity.
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BODY BREAKS

- ✓ 5 minute body breaks will be scheduled hourly by facilitators to ensure sufficient time for rehydration, washing hands, etc.
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USE OF STATIONERY & LEARNING TOOLS

- ✓ All learners are provided with their own learning material for their referencing
 - ✓ Learners are not to share stationery but to bring their own to limit exposure
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HYGIENE PRACTICES

- ✓ Each classroom is equipped with hand sanitiser, desk wipes, etc. for learners to use for their protection.
- ✓ All classrooms and learner areas are regularly cleaned to ensure that surfaces of work areas are sanitized.
- ✓ Cover your mouth when sneezing.
- ✓ Place used tissues directly into the bin and wash your hands afterwards.

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GREETING PROTOCOL

- ✓ Learners are encouraged to avoid physical contact when greeting because the virus can be spread by shaking hands and then touching your eyes, nose or mouth.
 - ✓ Instead wave or nod as acknowledgment.
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POTENTIAL EXPOSURE

- ✓ If you believe that you may have been exposed to the virus, please advise your workplace leader, HR and your facilitator without delay.
 - ✓ You would need to undergo testing at your GP or nearest clinic for COVID-19 and must be cleared before you can return to work / training.
 - ✓ During this time, you will be required to self quarantine by avoiding contact with others.
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ILL HEALTH

- ✓ In terms of ill health and absence from work / training, the standard procedures applicable to your workplace regarding sick leave remain in place.
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COMMUNICATION

- ✓ If you feel ill, rather ask to go home or stay at home but don't forget to inform your workplace leader and facilitator.

WORLD HEALTH ORGANISATION GUIDELINES

WASH YOUR HANDS FREQUENTLY

Washing your hands with an alcohol-based hand rub or soap and water kills viruses that may be on your hands

AVOID TOUCHING YOUR EYES, NOSE AND MOUTH

Your hands touch surfaces and can pick up viruses. Once contaminated, your hands can transfer the virus to your eyes, nose or mouth. From there, the virus can enter your body and make you sick

MAINTAIN SOCIAL DISTANCING

Maintain at least 1 metre distance between yourself and anyone who is coughing or sneezing as any viruses present in the droplets from their spray could transmit to you



SEEK MEDICAL CARE IF YOU HAVE A COUGH, FEVER OR DIFFICULTY BREATHING

Follow directions from your local health authority, GP or clinic about where to get tested if you suspect you may have the COVID-19 virus

PRACTICE RESPIRATORY HYGIENCE

Cover your mouth and nose with your bent elbow or tissue when coughing or sneezing because these droplets spread viruses. Dispose of the tissue in the waste-bin immediately

STAY INFORMED AND FOLLOW ADVICE FROM YOUR HEALTHCARE PROVIDER

National and local authorities have access to the most up-to-date information on whether the COVID-19 virus is spreading to your area and are best placed to provide guidance.