

**Richard's
School of Motoring
0800 112 3966**

Our Covid-19 Policy

**What you can expect from us
and what we expect from
you...**



The safety of our instructors and our pupils is our priority and we will be implementing new procedures and policies for the foreseeable future, until we are at Level 1 on the governments Covid-19 alert system. The below measures are in addition to our standard terms and conditions and by having a driving lesson, you accept these additional measures. We must make clear that it is your decision to undertake driving lessons.

- ◆ The length of lessons will be 1 hour in areas close to Newton Abbot and 90 minutes in areas more than 4 miles from Newton Abbot.
- ◆ The windows will remain slightly open to allow a flow of fresh air in the car. Driving lessons will not be able to happen in heavy rain.
- ◆ You must bring and wear a face mask or covering to your lesson which must be worn whilst in the car. We can supply a disposable face mask to you for £2 which you will need to dispose of yourself. Lessons will not go ahead if you are not wearing a face mask and the lesson will remain chargeable. Your instructor will be wearing a face mask/covering.
- ◆ We will only pick you up from a location where you are able to wash your hands immediately before the lesson.
- ◆ Your instructor will ask you to sanitise your hands before entering the car. You must not touch the door handle until you have sanitised your hands. We will not be wearing gloves or providing any to you as gloves provide a false sense of security. We will also sanitise our hands before entering the car.
- ◆ We expect you to declare to us if you have been in contact with anyone with Covid-19 or with anyone who has been displaying the signs of Covid-19 in the 7 days prior to your driving lesson. We also expect you to inform us if you start to show the signs of Covid-19 up to 7 days after your lesson. We will inform you if we have been exposed.
- ◆ We expect you to contact us if you have been contacted by the governments track and trace system. We will contact you if we have been contacted.

Continued overleaf...

- ◆ We will deep clean the car before every lesson, ensuring that all internal and external contact points are disinfected. This means we may arrive at your pick up point 15-30 minutes before your lesson. Please do not approach the car until your instructor has sent you a message to say they are ready. Your instructor will have a cleaning log in the car which will be available to view upon request.
- ◆ There will be no face to face briefing in the car. For briefings or topics that need discussing, we will do this in a safe location outside of the car.

We require you to answer “NO” to questions 1-6 in order to carry out your lessons. We will ask you at the start of every lesson if the answer to any of these questions has changed.

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| 1. | To the best of your knowledge, have you been exposed to Covid-19 or have been within 2 metres of someone with Covid-19? | YES/NO |
| 2. | Have you had any symptoms of Covid-19 in the last 7 days? | YES/NO |
| 3. | Have you been classed as high risk? (clinically extremely vulnerable) | YES/NO |
| 4. | Have you been contacted by the governments track and trace system? | YES/NO |
| 5. | Do you live directly with someone who has been classed as high risk (clinically extremely vulnerable) to catching Covid-19? | YES/NO |
| 6. | Do you live directly with someone who is shielding? | YES/NO |
| 7. | Have you been classed as moderate risk? (clinically vulnerable) | YES/NO |
- If you answer “yes” to Q7 then please provide further details here below*

If you are classed as a moderate risk then it is YOUR DECISION to continue with driving lessons as long as your instructor is happy and has assessed the risks.

Declaration

I accept the terms and additional measures set out in this document and agree to abide by them. I understand that it is my decision to have driving lessons. I will inform my instructor if any of the above questions change prior to any arranged lesson.

Name: _____

Signed: _____

Date: _____

Instructor declaration

I am happy to conduct driving lessons for _____ (pupil name) and consider the risk of Covid Transmission to be low. I will inform the pupil if my circumstances change.

Signed _____ (Instructor)