



## Safety guidance



### for students in the classroom from March 2022

#### Coming to class

- If you are feeling unwell at all and/or have tested positive for the virus we politely request that you do not attend class until you are well again.
- Mornings at New Oriel Hall the doors should be open, when it is the start time for your class please come in. For evening classes or whenever the doors are not open ring the intercom and buzz for meeting room 2.
- The front door at Bath Academy will be closed and does not open when pushed. Please use the door buzzer and if no response telephone Elena: 07501120391 or Katherine: 07892685611.
- Please observe the current guidance for venue signage regarding face coverings and one way systems
- Familiarise yourself with the venues emergency exits

#### When in class

- We hope everyone will continue to demonstrate good respiratory hygiene with 'catch it, bin it, kill it' and to wash or sanitise hands after coughing, sneezing or blowing their nose.
- Bring your own course book, notepad and stationary to class each week.
- We recommend you bring your own refreshments and anything else you require for the lesson
- Help us to keep floors clear of bags, coats and other hazards during class.
- If you have an underlying medical condition that will affect your learning experience, or that emergency services should be made aware of should you fall ill, please tell your teacher, this information will be held in confidence in accordance with our Data policy

#### Missing class

- Please let your teacher know if you cannot attend class - this includes pre-booked reasons such as holidays or work trips as well as if you are unwell or any other unforeseen circumstance.
- We can arrange for you to attend an alternative group to ensure you take up your full allocation of lessons each term.

#### Special measures

- We will continue to have windows and doors open (except fire doors) to improve ventilation, the venues are fully heated however we advise you wear warm clothing for your own comfort.
- Group sizes for weekly group classes shall remain limited to 8 students
- Just in case we have to go back online at short notice for whatever reason, we will email you and text message group members should this happen and share meeting links in the class areas of the Todo el Mundo forum.