

## Ongoing driving lessons during the Coronavirus pandemic in the UK.

When starting or resuming driving lessons during the coronavirus pandemic we must all continue to follow the government advice and take precautions so we can remain safe and continue to enjoy driving lessons. See current Government advice at [Coronavirus \(COVID-19\): guidance and support - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-guidance-and-support)

Please sign this document to confirm you have read it and are familiar with current Government advice. Also, that you consent to abide by it and recognise that we share the responsibility to take care and act to protect everyone we come into contact with during this COVID-19 pandemic. Copies of this page are available in the car to sign.

[Printed Name]

[Date Signed]

[Signature of client]

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.....

..... [Signature of Peter Scott]

I have made variations in my normal T's&C's in line with this document. Please note:

1. **General infection risk:** Before every lesson I will ask you to confirm you do not have any symptoms of an illness that may be COVID-19 related. Using a non-contact temperature sensor, I will check both my own and your temperatures and I'll record these and all my other hygiene procedures on a daily checklist.
2. **Touch and handling risk:** I will clean down all the common touch points before every lesson. If, during the driving lesson, any touch points become compromised, further clean down procedures can be done as soon as the vehicle is parked safely. Both of us must use / re-use appropriate strength hand gel (65% alcohol or stronger) whenever necessary and may also wear hygienically cleaned gloves.
3. **Asymptomatic risk:** Even though the majority of the UK population have now had at least their first COVID-19 vaccination offered, there will, therefore be an increasing risk that many people with some immunity may now carry the virus without personal symptoms (asymptomatic), putting others at greater risk of contracting the virus, especially those who have not yet had a vaccination. In order to address this, everyone is now all encouraged to **voluntarily take regular tests** – either at a drop-in centre or by taking lateral flow tests at home. Home tests are available freely at all UK pharmacies.
4. **Symptomatic risk:** If you or someone in your close group of family and friends develop symptoms that may be a Covid infection, or any of you actually develop symptoms, you must self-isolate. Contact a medical professional for advice straight away and, if instructed to do so, take a diagnostic test. You must also notify me and cancel your lesson. Call 119 for advice if you are unsure.

**Peter Scott, Director at Smart Driver Academy (v4.0 updated 31<sup>st</sup> August 2021)**

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### Preparations before your driving lesson.

#### **On the day before your lesson, I will contact you to ask:**

- If you have or have had symptoms of the virus within the last 7 days?
- If you've been with anyone else with symptoms in the last 14 days?
- You to confirm the results of any tests you've taken in the last 2 days?
- If you've been told by Government Track & Trace or Covid App to self-isolate?
- If you have concerns with your health, we will cancel the lesson at no charge.
- I will ask you to confirm that you have paid for your lesson for it to go ahead.
- If you have any other 'normal' health condition such as hay fever, please tell me of your symptoms at this time and before meeting up for your lesson.

#### **On the day of your lesson:**

- Before travelling to you for your lesson, I will call / text you again to verify that you have **not had any new symptoms** of a virus within the last 24 hours?
- I will also ask if you to confirm if you have been in contact with anyone else now **showing new symptoms** of a virus within the last 24 hours?
- I will ask if you have received results of a positive test or have been told by Government Track & Trace or Covid App to self-isolate?
- If you answer yes to any question your lesson will be cancelled (see policy)
- In final preparation, please will you also remember the following:
  - Thorough hand-washing immediately before and after your lesson
  - Bring **one bag** to carry all your belongings (including any hand bags)
  - Bring a suitable paper waste bag to store all your own PPE waste
  - Bring a hand gel, for your own use, which is at least 65% alcohol
  - Bring two face coverings (one spare), and wear one to get into the car
  - If you wish to use gloves, bring two pairs and wear one to get in the car
  - Bring your own pen, notepad and your mobile phone

#### **Meeting up to start your lesson:**

- Please wait outside the car for it to be prepared for you
- If raining, wait indoors until invited to come to the car (no umbrellas, please)
- Before you get into the car and in the following order:
  1. I will hygienically clean down all internal and external touch points
  2. Please confirm that you have just washed their hands thoroughly
  3. I will check both mine and your temperature with my electronic sensor
  4. Please apply your face covering before getting into the car
  5. Use your own hand sanitiser product before getting into the car

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### **During your driving lessons and driving tests:**

- Please remember at all times to try to avoid touching your face and hands
- Windows will be opened, when possible, to keep the environment ventilated
- Air conditioning will only be used with the fresh-air intake when it's necessary
- Short breaks may be taken outside the car when requested for our comfort
- If you need any additional breaks, find a safe place to park or ask me for help
- Your DVSA examiner will explain their procedures if different from my own
- I will not be able to accompany the test drive but may attend the test debrief
- It will not be possible for me to enter the test centre waiting room with you
- Should you require to use the WC before the test, please ask your examiner

### **Special consideration during your lessons:**

- If a situation arises where I have to intervene to take control temporarily, once the emergency is passed, we will park somewhere safe to re-sterilize
- We should try avoid directly facing one another when in discussion, it is safer to face forwards in the vehicle because we cannot keep good social distancing
- If I give a demonstration drive, I will re-sterilize the controls as necessary after

### **Personal Protective Equipment (PPE):**

- Please ensure face coverings cover your mouth and nose at all times
- Face coverings must be used always when inside the car unless exempt
- Medical exemptions to wearing face coverings are permitted by exception
- If you prefer to wear gloves, they must remain sanitised and on while driving
- You can re-sanitise gloves to wear again or dispose of them if not required
- Use sanitiser gels and sprays but remember they can be aggressive on skin
- It is essential you use sanitiser gels and sprays of 65% alcohol proof or more
- Sanitise your hands frequently, especially if you touch something new
- Antibacterial sprays and wipes are used to clean the controls between lessons

### **Disposal of PPE and your waste:**

- Public Health England (PHE) household guidance on the disposal of waste that could be contaminated states you must separate from household waste
- Securely store the PPE waste into a disposable rubbish bag and seal it – you must then place this bag into another bag and then seal the second bag
- You must tie this second bag securely and keep it separate from your other household waste and not use the bags for any other purposes
- Double-bagged waste must be set aside for at least 72 hours before being put in the usual external household wheelie bin for non-recyclable waste

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### **Everyone needs to consider:**

- If you have any symptoms (firstly we must isolate and get a new test)
- If you or anyone in your families / contacts are in higher risk groups
- If you are or know of anyone close to you who is moderately at risk

If you have anyone in your circle of contacts who you must take into account consider if it is appropriate for you to take driving lessons. You are responsible for making your own assessment and taking your own decision and Smart Driver Academy cannot accept any responsibility for your decision if you wish to proceed and take lessons

### **The main symptoms of COVID 19 described by the government are:**

- a high temperature or feelings of being feverish – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous (usually dry and persistent) cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss of taste or smell
- any other unusual feelings of being unwell

### **What actions you should take if you feel unwell:**

- if you feel generally unwell, call your doctor or 111 for advice
- if you think you have coronavirus call 119 for advice about COVID-19
- cancel your driving lessons until you are certain that you are not unwell

### **Taking your driving test (subject to review and change):**

- DVSA examiner will explain their procedures
- I will not be able to accompany the test drive but may attend the test debrief
- It will not be possible for me to enter the test centre waiting room with you

### **Cancellation policy:**

Every cancellation will be considered on its own individual merits. I fully recognised that the decision for having to self-isolate may be imposed at very short notice either by a test result, contact by track-isolate-trace or an NHS App notification – please can you send me evidence of this for all charges to be waived. Cancellations otherwise are in line with my normal policy and will be charged at 50% if within 24 hours and full cost without any advance notice. There is no charge if cancellation notice is given more than 24 hours in advance.

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