

HOW TO STAY COVID-SAFE

For face to face classes, we want to ensure that everyone continues to stay safe while studying with us. It is important that you follow the instructions below at all times when coming to class to prevent transmission of the COVID-19 virus to yourself and others. Most importantly DO NOT attend class if you show any signs of sickness.

ENTERING THE CLASSROOM

1. Check in using the QR code where venues require it.
2. Sanitise your hands using the sanitiser provided.
3. If you are arriving for your first class, your trainer will need to see evidence of your being fully vaccinated/up to date vaccinated or a medical exemption. If you don't have either, you will not be able to attend the class.

SELECTING A SEAT/TABLE IN CLASS

1. The tables/chairs will be set out when you arrive. Please choose where you are going to sit for the lesson and do not move the furniture around.
2. Disinfect table/chairs surfaces using disinfectant wipes / spray & paper towel provided and dispose of used products in the bin provided.
3. Take your seat and remain seated.

DURING THE CLASS

1. Ensure you remain at least 1.5 metres away from others at all times.
2. Use proper hygiene techniques if you need to cough or sneeze.
3. If you leave the class for a break, you are to do so in an orderly fashion at the direction of the trainer and remain 1.5 metres from others.
4. Masks are not required in NSW, ACT, Qld and NT for indoor settings such as a classroom. In SA they are strongly recommended for adult education classes. We ask that you keep your mask on in class if social distancing is not possible. There is an exemption where you can remove your mask when communicating with a deaf person, but the mask should only be removed while you are communicating, not while you are passively watching.

DURING THE BREAKS

1. There are to be no food sharing options during breaks.
2. Continue to maintain a distance of 1.5 metres from your classmates.
3. Ensure you sanitise your hands on re-entering the classroom – hand sanitiser is provided for use.

GETTING READY TO LEAVE THE CLASSROOM

1. Ensure all personal items are removed from the desk area.
2. Your trainer will move around the room and provide you with wipes to disinfect your work space/chair.
3. Your trainer will give instructions for leaving the room so that you continue to remain 1.5 metres from others.
4. Dispose of used products in the bin/s provided.



IF YOU FEEL SICK DURING THE COURSE OF YOUR STUDY:

1. If you show any symptoms of COVID, DO NOT come to class. Assume that you do have it and seek out a RAT or PFCR test to check your status.
2. While you are waiting on results, DO NOT come to class. Contact your trainer to let them know you will be missing classes and they will work with you to support you in catching up on missed content.

IF YOU TEST POSITIVE TO COVID USING A PCR (POLYMERASE CHAIN REACTION) OR RAPID ANTIGEN TEST (RAT)

1. Let the Student Services team know that you tested **positive by calling 02 8833 3600/07 3892 8500 , or emailing studentservices@accesstraining.edu.au** and the date you experienced symptoms. We will tell anyone you came into contact with in the course that they may have been exposed but we will not disclose your identity.
2. You can tell your fellow students that you tested positive and disclose your identity if you want to, but we will not do so.
3. Follow government requirements for isolation, testing and returning to study. These vary depending on your state and change regularly. As of 13.01.2022 the following applies:

State	Description	Link
NSW	You have completed the 7 days in isolation from the day they tested positive and have no sore throat, runny nose, cough, or shortness of breath.	Release and recovery from COVID-19 - Fact sheets (nsw.gov.au)
QLD	You have completed the 7 days in isolation with a minimum of 48 hours with no symptoms	Isolation for Diagnosed Cases of COVID-19 and Management of Close Contacts Direction (No. 2) Queensland Health
VIC,	You can leave isolation after 7 days.	Checklist for COVID cases Coronavirus Victoria
ACT	You can only leave your isolation after at least 7 days when ACT Health has notified you in writing (email or text) that you are cleared for release from isolation.	Information for people who test positive for COVID-19 - COVID-19 (act.gov.au)
Tas	You can leave isolation after 7 days if you have no symptoms.	Isolation Coronavirus disease (COVID-19)
SA	You can leave isolation after 10 days.	Isolating if you are COVID-19 positive SA Health
WA	Need to stay in isolation until cleared by WA Health	Quarantine and isolation (healthywa.wa.gov.au)
NT	You can leave isolation after 7 days (vaccinated) 10 days (unvaccinated) after a negative PCR test on day 6 or 8 respectively.	COVID-19 positive - What to do Coronavirus (COVID-19) (nt.gov.au)

3. If you have missed assessments, we will work with you to ensure that you have the opportunity to sit these at another time. We will also support you in catching up on class content as needed.