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FIRE AND RISK MANAGEMENT SERVICES LTD

FIRE SAFETY TRAINING

Our Open courses

We will be resuming our in-house Fire Safety training programme face-to-face training from **Monday 6 July**, with Open Courses resuming in September 2020.

For the immediate future, our courses will be somewhat different to "normal". The steps we've taken to ensure hygiene and safety for all those attending.

COURSE MANAGEMENT

Group Sizes and Room Layout

We will carefully consider the layout of any training venue to ensure the maximum protection for our learners and instructors. This includes the spaces that we use for both theory and practical sessions...

- To ensure that distancing can be managed effectively by instructors, we may have to limited group sizes but this may vary depending on site but arrangements will be agreed in advance based on an assessment of the space(s) available.
- When entering venues Trainers will follow any signage and adhere to access restrictions (such as one way systems) that may be in place.
- Our instructors will be making sure that learners are seated to respect social distancing (whatever the government recommendation will be at the time).
- To minimise the amount of contact with surfaces, there will be no requirement for desks in the room. Learners are encouraged to bring their own stationery and leaning surfaces for written work - although this is not essential.
- We will be providing learning packs which include technical notes and guidance materials
- There will be hand sanitiser, alcohol wipes, disposable gloves, etc. for use throughout the session

Course Etiquette

- On arrival, the instructor will discuss with learners a few important points before commencing training, and give guidance that should be followed throughout the course…
- Anyone who is exhibiting COVID-19 symptoms (a new/continuous cough and/or a fever and/or a loss of taste and smell) will be politely excluded from taking the course. This will also apply to anyone who should be self-isolating due to a family member experiencing symptoms or them being in a vulnerable group, or if they (or someone in their household) have experienced symptoms within the 14 days prior to the course.

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- We reserve the right to check any learners temperature with a digital infrared thermometer immediately prior to or during the course. The temperature for action is 37.8'C.
- We will have a 'track and trace' system included with the registration details meaning that we will use the registration information provided to contact learners should anyone on the course develop symptoms within two weeks of attending the training.
- If learners need to cough or sneeze, they will be encouraged to do so into a tissue that should be disposed of immediately. Failing this, they should cough into a bent elbow (instead of their hand) and ALWAYS ensure that their mouth and nose are covered.
- Learners will be asked to wash and/or sanitise their hands at regular intervals. This includes prior to commencing training, between theory and practical sessions, before and after breaks/lunchtime.
- Learners will be asked to maintain distancing throughout the course unless everyone is correctly wearing a face mask (note that masks protect others from an individual's cough/sneeze but provide very limited protection from others).

Training resources and equipment

- A course register **will not** be passed around between learners, this will be completed by the instructor PRIOR to the course.
- All training equipment will be thoroughly cleaned and disinfected after each course.

Practical Elements

- We have made some minor adjustments to practical fire extinguisher training as this will always take place outside but we will ensure that we are maintaining social distancing requirements. Depending on group sizes and available space there may be a requirement for additional sessions to be undertaken.