

COVID READY POLICY

FOR INSTRUCTORS

Before instruction, notify the office, owner, or manager RIGHT AWAY if:

- You have tested positive for COVID19
- You have had close contact with anyone that has tested positive
- You exhibit signs of flu-like symptoms in the past 14 days such as:
 - A fever of 100.4 or above
 - Coughing
 - Trouble breathing, shortness of breath or severe wheezing
 - Chills or repeated shaking with chills
 - Muscle aches
 - Sore throat
 - Diarrhea
 - Loss of smell or taste, or a change in taste
 - Headache

If any of the above holds true, the instructor will not be permitted to attend work until it has been deemed safe to do so.

All instructors MUST: wear masks, sanitizer your hands, recommended during Behind-the-wheel lessons.

FOR STUDENTS

Before students enter the training vehicle or classroom they must:

- Be administered a no-touch thermometer reading (must be under 100.4)
- Use hand sanitizer
- Wear a mask (covering nose and mouth for entire lesson)

Prescreen. Each student or as a group will be asked verbally or in writing:

- Have you tested positive for COVID-19?
- Have you had close contact with anyone that has tested positive?
- Have you exhibited any flu-like symptoms in the past 14 days?

If a student answers yes to any of the above questions, the student will not be permitted in the classroom or training vehicle. The driving school office will be notified.

CLEANSING: After each instruction, instructor will use disinfectant to clean classroom and/or training vehicle, especially high touch areas (desks, doorknobs, bathroom key, steering wheel, gear shift, parking brake, dash, car devices etc).

PPE SUPPLIES: Located in the classroom and in the training vehicles. PPE provided are latex gloves, paper towels, disinfectants, goggles, hand sanitizer, no-touch thermometer, and masks.

After all procedures above have been carried out, instructor may move forward with instruction to include any changes mandated by MVA.

