



# COVID-19 Workshop Safety Guidelines



THEBENCHMARKGROUP  
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# COVID-19 Workshop Safety Guidelines

## Introduction

The Benchmark Group acknowledges the essential role health practitioners have at the frontline of primary care and in containing COVID-19. The safety of our team and students is of the utmost importance to us and it is important we do not, in any way, potentially compromise the health of our service providers.

As we begin to plan the resumption of classroom based, face to face training, we will be implementing the following COVID-19 safety guidelines.

## Pre-Workshop Arrangements

The Benchmark Group will work with venues to ensure that they can meet the following requirements:

Venues will be booked to cater to a maximum of 1 person per 4 square metres.

Where necessary group sizes may be reduced to allow for appropriate spacing.

Catering arrangements will be made to ensure that no food sharing is required, and individual servings will be provided.

All students will be provided with a copy of the COVID-19 safety guidelines prior to attending the workshop and reminded of the importance of not attending training if they are unwell.

Course transfers will be provided at no cost to any student who cannot attend a course due to the above circumstances.

## Workshop Arrangements

All students will be required to maintain appropriate social distancing for the duration of the program and discouraged from congregating in common areas during breaks.

Trainers and students will be required to have their temperature checked prior to entering the workshop.

If a high temperature reading is recorded (at or above 37.5°C), the individual will be asked to wait in a safe

area and will have their temperature re-checked after 10 minutes. If they record a high temperature a second time, they will not be provided access to the workshop.

Hand sanitiser will be provided for use in the classroom and students will be encouraged to use sanitiser prior to signing in and at regular intervals during the session.

Disinfectant wipes will be provided for use at all practice stations so that shared equipment may be wiped between use.

Gloves and masks will be available for use if required (e.g. for any individual with allergies to hand sanitiser).

## Post Workshop Arrangements

Antiseptic wipes will be provided with each set of course equipment. All non-disposable equipment is to be wiped down post workshop with antiseptic wipes, including any resource books used (cover only).

Wipes are to be disposed of in a rubbish bin.

## Further information

Please let us know if you have any queries or concerns with this document:

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