

Envisage Safe Working in Practical & Assessment Sessions – Advisory Information

Due to advisory Covid-19 Government and HSE guidelines, Envisage will still be operating advisory Covid-19 infection control practices for with staff, learners and customers for Practical Assessment venues and activities. This will ensure that all assessment sessions enable learners and customers to maximise their performance during assessment activities whilst providing a safe & inclusive working environment with advisory Covid-19 information.

The following areas of information to ensure that learners, customers and practical assessment days can provide a safe work for Covid-19 and other communicable viruses.:

- Pre-visit communication and checking about learner and customer recent health and any potential Covid-19 symptoms within last 7 days not to attend session if in any doubt.
- Continue with reminders to learners and customers of personal Covid-19 infection control prevention and behaviours, such as use of PPE, hand washing regularly and use of hand sanitiser.
- Observing Covid-19 Social Distancing within practical areas, classrooms and moving around the facility, especially during breaks.
- Emergency evacuation procedures

1. You will receive an email from Envisage 48 hours prior to your Practical Assessment requiring you to confirm that you are currently fit and healthy and able to participate in the assessment session and that you or any member of your household have not had any of the following symptoms in the last 7 days:

- High temperature/fever
- A new, continuous dry cough (lasting more than 30, with 3 or more episodes in the last 24 hours)
- Shortness of breath or breathing difficulties over last 48 hours
- Enduring headaches
- Sore throat and a runny nose
- Tiredness, aches and pains
- A recent loss of sense of smell and taste

If you or any your household have/had any of the above symptoms in the last 7 days or you are still within the Covid-19, 7-day self-isolation time period, please contact Envisage by email or by telephone immediately and **do not attend the Practical Assessment session**. We can discuss with you re-arranging your session or practical assessment.

2. Please bring a change of footwear with you so that the footwear you use for your practical assessment day is different from the footwear you have travelled to the assessment venue with.

3. We want you to follow the recognised personal Covid-19 infection control practices whilst attending your practical assessment session/day;

- Use a different footwear for your practical assessment day from the footwear you have travelled to the assessment venue in – bring a change of footwear with you.

- Envisage do not require you wear a face mask, though some of the staff or other learners on your programme may opt to wear a face mask, this is their own choice. If you opt to use your own facemask please bring one with you.
 - Key to infection control is washing your hands. Please ensure you regularly wash your thoroughly throughout your session or assessment day. Envisage will provide anti-bacterial/viral hand sanitiser in the practical and classroom areas for use during the day.
 - Try not share any your personal equipment, pens, paper, towels/disposable tissues, food, liquids or hand sanitiser that you bring with you session or assessment with other staff or learners. If you require any item, such as a pen or paper, the tutor can provide these items.
 - Please cover/capture any cough or sneeze. Envisage will provide disposable tissues, hand sanitiser, anti-bacterial/virus wipes/spray and disposable gloves to clean any contaminated surfaces.
 - Ensure you place any used tissues or personal rubbish in the closed-lid bins located in the classroom and practical areas, and wash your hands and/or use hand sanitiser.
 - When you are provided with equipment for an assessment you must clean the equipment after your session with anti-bacterial wipes/spray and disposable tissue. You should then wash your hands and/or use hand sanitiser before moving on to your next activity/equipment.
- 4. Please let the Envisage tutor know immediately:**
- If you feel unwell or are unable to continue during the assessment day/practical assessment.
 - If you have any concerns during your session or assessment day.

