

# Hygiene Safety Guidelines for Trainers and Participants

Room: -

Maximum capacity: -

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Revised 20/05/2020

## **Please follow the guidelines below when visiting Ziggurat Taaltrainingen:**

- Keep a minimum of 1.5 meters personal distance at all times
- Wash your hands with the provided disinfectant gel both before and after class
- Wash your hands after washroom visits, after cleaning, and after eating
- Do not shake hands
- Let the language trainer handle the coffee maker, kettle, and all related items. The trainer should wear gloves when making coffee or tea, and discard used gloves when finished.
- Only drink from the provided paper cups, and discard your own paper cup after use
- Leave the door open when leaving the room
- Mind only to cough or sneeze into your elbow, not into your hands
- Do not share any work supplies with others
- Disinfect common-use items, like markers and wipers, after use
- Do not attend class if you should have any symptoms, even mild ones. These include flu-like symptoms and symptoms of the common cold, such as coughing and sneezing, a runny nose, a sore throat, and/or a fever of 38C (82.5F) or higher
- Do not attend class if anyone in your household should have a fever of 38C (82.5F) or higher, and/or recently have experienced any shortness of breath.

## **An appointed staff member at Ziggurat will periodically complete the following:**

### Between classes:

- Disinfecting of door and window handles, table surfaces, the coffee maker and kettle, and any other contact surfaces
- Emptying and disinfecting the rubbish bin
- Ensuring the classroom door remains open

### Once daily:

- Checking the availability of hygiene products
- Airing out of classrooms for at least 2 hours daily
- Checking whether all signing is up to date
- Keeping a log of all cleaning actions.

*If you have any questions or concerns about the above, please get in touch with Ian Reitsma at [ian@ziggurattaaltrainingen.nl](mailto:ian@ziggurattaaltrainingen.nl) or 06-18 321 369.*

**alleen samen krijgen we  
corona onder controle**