

BENTLEY

SCHOOL OF MOTORING

COVID-19 CODE OF PRACTICE

At this moment in time the population does not have proven immunity to COVID-19 and as of yet no vaccine for the virus. There is a potential for the virus to spread. Both instructors and students have a joint responsibility to look after the health and wellbeing of each other, their friends and families and those we come into contact with. This must be our prime consideration.

INSTRUCTOR RESPONSIBILITY:

- A.** The driving lesson will not be conducted if the instructor is displaying any symptoms of the virus within the last 7 days, or if they have been in contact with anyone who has shown symptoms within the last 14 days.
- B.** Your instructor will sanitize all contact points at the end of each lesson, i.e. steering wheel, gear lever, seat belt, indicators, rear view mirror, door handles and any other contact points that may have been touched on the journey to you.
- C.** Your instructor will dispose of all antibacterial wipes in the safest way possible.
- D.** Your instructor may decide to wear a mask
- E.** Your instructor will sanitize their hands regularly

STUDENT RESPONSIBILITY:

- A.** You will be expected to inform your instructor as soon as you can, before your next lesson, if you are displaying any symptoms of the virus within the last 7 days, or if they have been in contact with anyone who has shown symptoms within the last 14 days.
- B.** All students may be asked to wear a mask. If that is the case you will need to bring your own mask.
- C.** We kindly ask that you wash your hands for at least 20 seconds immediately before your lesson. If not feasible, we will provide hand sanitizer for you.
- D.** At this time, we encourage you to pay for your lessons either through BACS transfer or by card (depending on what your instructor has available)

We can only request that you follow these procedures. If you do not comply your instructor may choose not to continue the lesson.

LESSON CANCELATION FEE:

A. 48 hour's notice is still required or the cancellation fee will apply. However, it is important that you cancel your lesson if you feel you may have COVID-19 or had contact with anyone that has shown symptoms in the last 14 day. **In these circumstances, no fee will be applied for late cancellation.** In this situation, your next lesson will not take place for two weeks after to ensure a safe period of time has elapsed to halt any spread of possible virus.

BEFORE YOUR DRIVING LESSON

A. Your driving instructor will be in touch either by phone call or text to make sure you are fit and well and not showing any signs of corona virus. You can also ask any questions you may have at this time.

BEFORE ENTERING THE CAR:

A. When your instructor arrives, they may speak with you outside the vehicle (weather permitting). A discussion will take place about your safety and contacts both have had during the previous week relative to COVID-19.

DURING YOUR LESSON:

- A. Windows will be slightly open to improve ventilation (weather permitting).
- B. Your instructor, wherever possible will face forward during the lesson.
- C. Where possible, any lengthy discussions will be conducted outside of the vehicle (weather permitting).
- D. If the instructor undertakes a demonstration drive, all controls will re-sanitized.
- E. If the instructor has to take control of the steering wheel, you will be asked to park the vehicle safely at a suitable time to allow the instructor to wipe down the steering wheel.