



ŠKODA

Keeping the National Learning Centre Covid Safe

Across the National Learning Centre we are keeping our apprentices and staff as safe as possible. While there are lots of additional measures in place, these are our top 10:

1 We will **always** follow the latest Government guidance to keep everyone safe

2 When apprentices come to the Academy for training, we will provide **single occupancy rooms** for accommodation

3 There have been **increased cleaning measures** implemented across accommodation and the Academies which are **regularly monitored and recorded**

4 We have **increased the number of hand sanitiser points** and actively encourage **regular hand washing**

5 **Class sizes have been reduced** so that apprentices and training staff can **remain social distanced**

6 **Marked areas** have been **placed** around the Academies to **encourage social distancing**

7 **Staggered start and finish times** and **break times** have been introduced to **prevent any overcrowding in shared areas**

8 We will **provide additional information** through the joining instructions so that our apprentices have the **specific information needed for the Academy**

9 Any apprentices from areas in **local lockdown** will not be permitted to attend and their training sessions will be **rescheduled**

10 We have **increased the amount of virtual learning**, so less time will need to be spent away from home and the business while still giving our apprentices the skills, knowledge and behaviours that they need to **succeed in their apprentice journey**