



## COVID PROTOCOLS CHECKLIST FOR TUTORS

### Students on Arrival

- Pre-screening form
- Students wait until Tutor Station is ready
- Temperature check – give a few minutes for skin to warm up!
- Check in on QR code
- Hand sanitiser

### Students in College

- Maintain 2m social distance at all times – the length of a massage table
- Wear face coverings at all times in the building
- Remain in bubbles all day
- Wear full PPE when massaging – type IIR masks, visors, gloves, aprons
- Change gloves and aprons between sessions
- Sanitise hands regularly
- Wipe down tables in between sessions
- Open windows after sessions

### Tutors in College

- Check boxes under couches for PPE stocks – hand sanitiser, gloves, Type IIR masks, aprons, antibac spray, blue roll, couch roll, massage gel
- Change PPE after each session
- Wipe down door handles and light switches frequently
- Ensure good ventilation – and encourage students as well
- Keep supplies for drinks stations topped up

### Students leaving Building

- Leave the same way that they came in
- Keep social distance as leave one by one
- Sanitise hands on way out

### Tutors leaving building

- Wipe down door handles, light switches, backs of chairs where used
- Dispose PPE waste – place in black bags in outside bin