

TR Driver Training will be following the below protocols working in the **Covid-19 Protection framework setting of Orange**; Our priority is ensuring everyone's safety.

#### **Protocol for COVID-19 Notice for Trainees**

- Vaccinations are not mandatory, unvaccinated trainees and trainers will be required to wear masks throughout the duration of all on-site training, in-class, and in-cab. *\*Exception Class 1 training.*
- We request all trainees bring face coverings with them when attending on-site training. Face coverings are a personal choice for vaccinated; however, we do need them for the sign in process.
- We will use the vaccination passport app to verify vaccination status before entry to all TR Facilities.
- NZ COVID Tracer QR code posters will be at our main entry points for each person entering the facility to scan the QR code.
- A register of trainees will be held in our learning management system. In the event of a COVID-19 case, we can quickly complete contact tracing of people who may have been in contact with an infected person.
- Where practical, 1-m physical distancing is to be observed when moving throughout the branch.
- For all In-class training each group is considered a 'bubble' and should not interact with any other student/staff bubbles.
- The main defence against catching the virus is common hygiene including hand washing, covering the mouth while sneezing, and coughing into your elbow/tissue. We ask that you wash your hands when arriving and leaving the building.
- All trainees are to avoid contact and handshakes on greeting.
- We have put in place an increased cleaning and sanitising plan; shared surfaces and equipment will be regularly sanitized.
- Trainers will follow the standard operating procedure for cleaning our vehicles before and after hires.
- Anyone who feels unwell cannot attend training. (Irrespective of symptoms) This is key to everyone's well-being.
- If any trainee on a course presents any symptoms, the trainer is required to discontinue their attendance on the course immediately.

*\*Class 1 training that is for more than 15 minutes in-vehicle is deemed close contact; vaccinations are mandatory for both the trainer and trainee.*

Thank you for your support in helping us carry out these practices.

#### **The Team at TR Driver Training**

0800 637 000

