**PACC Committee advice to minimise the transmission of Covid-19 Virus**

Following Government guidelines these are the steps that we advise should be in place to minimise the risk to the membership.

**Please do not enter the buildings is you have the following symptoms:**

* **new continuous cough**
* **fever/high temperature (37.8C or greater)**
* **loss of, or change in, sense of smell or taste (anosmia)**

A new continuous cough is where you:

* have a new cough that’s lasted for an hour
* have had 3 or more episodes of coughing in 24 hours
* are coughing more than usual

A high temperature is feeling hot to the touch on your chest or back (you don’t need to measure your temperature). You may feel warm, cold or shivery.

If you have symptoms and you have been in a class with contact to other students or tutors then please inform a member of the committee without delay. (email [info@thepacc.org.uk](mailto:info@thepacc.org.uk)) . All class members will be informed if any one person reports a positive test.

**Measures to be put in place by tutors and membership to minimise risk in the buildings**

**Ventilation of the rooms** - the main transmission mechanism is now considered to be air borne and so where possible doors and/or windows in all rooms should be opened so there is a good through ventilation

**Masks are to be worn** when walking round the buildings and in the studios but can be removed when sitting or working at a workspace (spare masks are provided in each room)

**Hand Sanitiser** is provided in each studio and should be used on entry to the room

**Surfaces should be wiped down after** classes as part of tidying up. Sanitising spray and paper towels are provided in each room for this purpose. If there is an uncertain gap between classes the room should be wiped down before classes as well.

**A clear break period** will be used to ventilate the rooms between classes

**No refreshments are to be prepared in the buildings**. The membership are advised that they should bring with them their own drinks and snacks. No cups are to be shared. To this end all the equipment including the kettles would be stored out of sight and not be used for the preparation of refreshments.

*‘We must do what we can to keep each other safe’* PACC Committee