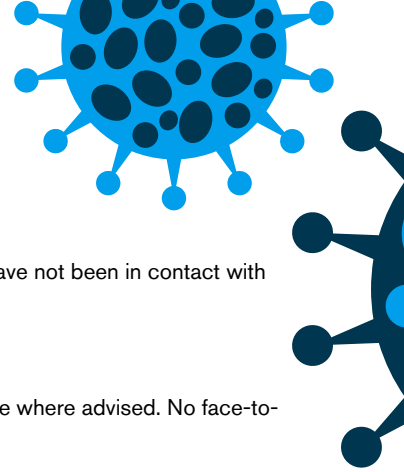




Supplementary terms and conditions – COVID-19



Before the lesson:

The trainer will need to speak with each learner before every lesson to ensure they are COVID-19 symptom-free.

The trainer will update you as to whether they are able to proceed with training, that they are symptom-free and have not been in contact with anyone else with COVID-19 symptoms.

The trainer will ask if the learner has been in contact with anyone showing COVID-19 symptoms.

The trainer will be following government guidelines about people returning from abroad and the need to quarantine where advised. No face-to-face training will happen during the quarantine period.

The trainer will also observe the quarantine rules and will contact learners in advance about suspending face-to-face training in line with government advice.

In the case that either the trainer or the learner does not feel well and has symptoms in line with COVID-19, then no face-to-face training will take place no charge will be made by the trainer. However the trainer reserves the right to charge for late cancellations in line with their full business terms and conditions if and when it becomes apparent that the learner is continuing to late cancel over what is deemed acceptable, and within the usual accepted cancellation time frame as stated in the trainer's full terms and conditions.

Where possible, all payments for training need to be paid in advance. The trainer will advise their customers what payment methods they accept (below).

During the lesson

If at any time the trainer or learner:

- Feels unwell
- Develops a cough
- Has symptoms in line with COVID-19, the lesson will be stopped

Training can recommence once the trainer and/or learner:

- Feels well again
- Has sought medical advice
- Where appropriate, has completed quarantine in line with government guidelines
- Is showing no further symptoms of COVID-19, and members of their household are showing no symptoms for the period in line with medical advice

Payments during the lesson

If a lesson needs to be stopped where either the learner or trainer starts to display COVID-19 symptoms, the trainer will charge a pro rata fee for the lesson. For example: If the lesson was stopped 20 minutes into a 60 minute lesson, the remaining time would be refunded.

After the lesson

If the trainer has symptoms of COVID-19 they will alert NHS Test and Trace and follow the current procedure in their country for testing and isolating. Visit [nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do](https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do) to find out more.

If the pupil has symptoms of COVID-19 they will alert NHS Test and Trace and follow the current procedure in their country for testing and isolating. Visit [nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do](https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do) to find out more.

Privacy policy

Trainers are responsible for putting in place, and keeping up to date, a privacy policy for their business. It is advised that this is updated to reflect the process if the trainer displays COVID-19 symptoms.

Method of payments currently accepted by the trainer: *(to be filled in by the trainer)*

- 1
- 2
- 3

I have read, understood and agree to be bound by this Agreement incorporating the attached terms and conditions.

Signed on behalf of the School by the Instructor

Signed by the Client

Date

Signed by the Guarantor (if applicable)

Date