

## Training Delivery Considerations

### Coronavirus

- Check the site's social distancing procedures / control measures and ensure you are satisfied that any risks are being managed.
- Request that signing into / out of the site / building is done by phone call, rather than in person.
- Request that vehicle keys are left in a safe place, rather than handed over.
- Ensure the training room is cleaned, disinfected and suitably ventilated. Sanitising procedures should include tables, chairs, stationery (which should not be shared) and any touch points, etc.
- The training room should be arranged so that candidates are not facing each other.
- Plan the distribution of course material in advance (e.g. have all candidate documentation / stationery laid out on desks prior to course commencement).
- Try to obtain a digital version of the loader crane operator's manual and Report of Thorough Examination, rather than using hard copies.
- Ideally, candidates should bring their own food and drink. Should refreshments be provided, strict sanitising procedures should be in place.
- Consider whether candidates should be provided with any applicable Coronavirus-related PPE.
- Inform candidates that they should not attend, should they (or anyone they live with / have close contact with) be experiencing a high temperature; a new, continuous cough; or a loss of smell or taste. Should a candidate arrive displaying such symptoms, please turn them away from the course.
- Ensure a procedure has been established, should a candidate become unwell during training.
- Advise candidates that anyone experiencing symptoms within the 14 days following the course should contact the Training Provider, so that all relevant personnel can be informed.
- Instruct candidates to avoid shaking hands and general physical contact with others, as well as to avoid touching their eyes, nose or mouth, unless they are sure their hands are clean.
- When coughing or sneezing, request that candidates cover their mouth and nose with the bend of their elbow or use a disposable tissue. If a tissue is used, dispose of it immediately into a bin that closes.
- Ensure that hands are cleaned frequently with an alcohol-based hand rub or washed with soap and water for at least 20 seconds. Ensure cleaning facilities / hand sanitisers are available throughout the theory and practical sessions.
- Maintain at least a two-metre gap between all in attendance at all times. Consider that course numbers may need to be reduced in order to achieve this.
- Entering / exiting the training room and practical area, as well as general movement around the site, should be planned to ensure social distancing is maintained.
- For practical training, ensure that relevant surfaces are cleaned and disinfected, including PPE (which should not be shared), loader crane and vehicle controls / access and touch points / etc.
- Consider marking the ground to indicate where candidates should stand during the practical session.

**Note: the above is a non-exhaustive list of considerations. Training providers are responsible for ensuring that all risks are properly assessed / controlled. Advice from the [Government](#) and [World Health Organisation](#) should be referred to.**