



COVID-19 CLIENT RISK ASSESSMENT

The purpose of this Assessment form is to ensure that both you as my client, and I as your Driving Instructor, are fully informed of any health conditions or concerns you have regarding personal safety during driving lessons. It is also to ensure any questions you have are answered and necessary planning and equipment are put in place before we commence all Driving Lessons.

If applicable, please take the time to discuss this form with your family members or those in your household before completing this form to ensure everyone in your home understands the questions and that your answers are accurate. You can complete the form digitally or print & complete whichever is your preference.

Once you have completed the form return to me electronically by email.

PLEASE NOTE:

- YOU MUST NOTIFY ME **IMMEDIATELY** IF YOU OR ANY MEMBER OF YOUR IMMEDIATE HOUSEHOLD, SOCIAL CIRCLE OR WORK GROUP DEVELOP COVID-19 SYMPTOMS AND NEED TO SELF ISOLATE.
- FOR ADVICE ON COVID-19 SYMPTOMS VISIT <https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/coronavirus-covid-19-general-advice>
- YOU **MUST NOT** ATTEND ANY DRIVING LESSONS OR DRIVING TESTS IF YOU HAVE ANY COVID-19 SYMPTOMS.
- YOU WILL NOT BE CHARGED A SHORT NOTICE CANCELLATION FEE **IF THE CANCELLATION IS DUE TO COVID-19.**

Please highlight or circle 'YES' or 'NO' in each of the sections below. If you answer 'YES', **please provide details in the line below each question** to provide further information where necessary.

HEALTH

1. Do you or anyone who you are in regular close contact with have any health issues which are classed as a vulnerable group in respect of COVID-19 Government guidelines? **YES/NO**

If 'YES' to the above, I will need to call you to have a chat about your personal situation regarding your lesson plan and agree timescales.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

2. Do you have any allergies or health conditions that means you would not be able to use Hand Sanitiser provided by me?
YES/NO

If 'YES', you must bring your own products to cleanse your hands and keep you safe before touching the vehicle or controls in the car.

3. I may be wearing a face covering during lessons in order to minimise risk from myself to you. This means my voice may not be as clear or loud. Do you have any difficulties with hearing? **YES/NO**

If 'YES', please advise details so we can discuss options to work round this issue.

4. Do you plan to wear a face covering during lessons?
YES/NO

5. if 'YES', will you be able to provide your own covering?
YES/NO

6. I may be wearing protective gloves during lessons to minimise the risk of skin to skin contact. Do you have any allergies to latex or synthetic products? If 'YES', I will need to discuss a plan with you prior to lessons to work around this issue.
YES/NO

7. Do you plan to wear protective gloves during lessons?
YES/NO

8. If 'YES', will you be able to provide your own gloves?
YES/NO

CAR CLEANLINESS

9. I will be Sanitising the car between every lesson and before and after driving tests with anti-virus grade sanitiser. This means I will be wiping down all touchable surfaces with this sanitiser in spray and/or wipes form. Surfaces include, door frames, door handles inside and out, controls (signals, gear stick, parking brake, bonnet release), mirrors, seatbelts, seat adjusters and seats. Do you have any allergies or breathing/respiratory conditions or other health problems for which this sanitisation process would cause you any problems or difficulties ? **YES/NO**
If 'YES', I will need to discuss a plan with you prior to lessons to work around this issue.

CLOTHING AND FOOTWEAR

10. It is a requirement that we wear suitable clothing and footwear that minimises the exposure of bare skin whilst in car. We also aware that you need to be comfortable and in the hot weather. So if it's too hot for long sleeves and trousers then t-shirt/shorts/skirts will be acceptable There may be a change to this policy and Standard Operating Procedure, but this is the current guidance regarding clothing and footwear. You will be updated, as and when this guidance changes.

May I please request that you ensure you comply with these requirements:

Yes/No

Before each lesson your instructor will contact you, to confirm:

- Have you tested positive for covid 19 in last 7 days?
- Have you had any covid-19 symptoms in the last 7 days?
- Have you been in contact with anyone that's had Covid 19 symptoms in last 7 days?
- Do you feel in a good state of health & mind to start the lesson?
- Have you wash your hands before leaving the house?

By filling adding your name you are confirming you have answered all 11 questions and happy to take lessons

Name:

Date:

Please return this completed form to:

My email address is:

My mobile number is:

Driving Instructor

Data Protection Statement: All data is held securely by your Driving Instructor. Data will be treated in strictest confidence and will never be disclosed to external third parties or organisations, other than those - such as an NHS Medical or Track & Trace professional - who may require evidence in respect of your responses relating to your health, symptoms and that of your Driving Instructor in relation to Covid-19.