



COVID 19 SAFETY PLAN

Updated 15 Oct 2021

Do we need a Covid 19 Safety Plan?

Currently driver training is not considered a restricted business. However, to support the health and safety of our customers and contractors, National Driving Academy intends to operate with elevated awareness and processes in place to support the general community changes taking place.

For your lesson:

- Masks will need to be worn by the student and instructor during the lesson.
- If you have a medical exemption to not wear a mask this must be provided to your instructor when requested.
- The training vehicle will be cleaned between students with a focus on all “touch points” where COVID 19 transfer can take place.
- The QR code, unique to your instructor, will be used to record your attendance at the lesson for contact tracing. National Driving Academy does not have access to this data.
- Your lesson will also be recorded on the Instructor Diary as a formal record of your lesson and may be shared to authorities, if requested, for contact tracing.

What if I have Covid 19 symptoms and need to cancel?

- If you can not attend your lesson, you can cancel online up to 1 hr before your lesson.
- If this is within the 24 hour cancellation period, you will initially forfeit your lesson as per the terms and conditions. If you can verify that you have taken a COVID 19 test, you can email a copy of your proof of testing to info@nationaldriving.com.au and your lesson voucher may be reinstated.
- The safety of our instructor is our primary concern.

If you are sick – do not attend your lesson. Symptoms include fever, cough, sore throat, shortness of breath, loss of smell or taste.

- You can not cancel your lesson by email or voice mail.

If we work together as a community we will be able to get back to normal faster.