

# SAFETY GUIDE FOR NON-RESIDENTIAL WISPER COURSES

To make sure that everything runs smoothly and safely, we took the necessary precautions and measures. This safety guide contains all the information you need as a participant. Thanks in advance for reading this guide thoroughly and to respect all guidelines during the course.



This guide was updated on **Tuesday 13<sup>th</sup> of October 2020**. As you know, the corona crisis and the way it is handled are constantly changing. Please make sure to always check [www.wisper.be/corona](http://www.wisper.be/corona) for the latest updates!

This safety guide is based on a thorough **risk analysis** en a detailed **script**.

Any questions? Concerns? Do not hesitate to send us an e-mail: [saskia@wisper.be](mailto:saskia@wisper.be) or [sophie@wisper.be](mailto:sophie@wisper.be)

## / BE SAFE, FOR YOURSELF AND OTHERS:

- Stay home if you (or someone you live with) have been **sick within 7 days before the start of the course**
- Make a considerate choice if you belong to a **risk group** (severe obesity, chronic heart-, lung- or kidney disease, lowered immunity, type 2 diabetes, 65+)

## / WHAT YOU BRING TO A COURSE:

- your personal **drinking bottle (filled) and snacks and/or lunch** (please take into account that the fridge, cutlery, plates etc. are not available)
- your own **mouth mask and a small bottle of disinfectant gel**
- **an extra sweater, jacket, scarf ...** (to ensure maximal ventilation we will keep windows and doors of the course rooms open as much as possible)



## / STANDARD RULES DURING ALL COURSES:

- please come in time to avoid “gatherings” at the reception
- please keep at least **1,5m distance** to the other participants and the teacher.
- wear your **mouth mask** when you can't keep enough distance and/or if you are outside the course room
- **wash and/or disinfect your hands** on a regular basis
- **disinfect material** and contact surfaces before every use
- respect the maximum capacity of 1 person for the sanitary spaces and elevator
- do not use the showers or changing rooms

## / SPECIFIC RULES FOR MUSIC COURSES:

- if you sing or play a wind instrument **in the same direction**: 1,5m is enough distance
- if you sing or play a wind instrument **in each other's direction**: keep 3m distance or wear a mouth mask

## / AFTER THE COURSE:

- please notify [saskia@wisper.be](mailto:saskia@wisper.be) or [sophie@wisper.be](mailto:sophie@wisper.be) if you become ill within 14 days after the course ends

## / WHAT WISPER DOES:

- we **spread our courses** over as many locations and periods as possible
- we **lowered the maximum number of participants** per course where necessary
- all **course rooms were redecorated** to guarantee social distancing and minimize contact surfaces
- we make sure there is **maximum ventilation** in the course rooms
- we provide **disinfectant solution and hand gel** in the course rooms
- each space is **thoroughly cleaned and disinfected** on a regular basis
- each course has a **safety coordinator** who double checks if all safety guidelines are respected and guaranteed
- we **take attendance** at the start of each session. In the case of the contamination of a participant after the course has ended, we will notify all other participants according to the GDPR guidelines and start the contact tracing procedure if necessary.

