



Measures for the
recommencement
of on-site services

STAR 25

July 2020



Resumption of On-Site Services Guidelines

Transport

- ❖ You are kindly requested to wait for transport outside. It is extremely important to be punctual.
- ❖ Whilst waiting outside, kindly make sure to sanitise your son/daughter's hands.
- ❖ The transport supervisor will take the temperature of your son/daughter. If your son/daughter is found to be running a temperature of **37.2** degrees or higher, they will not be admitted into the vehicle and will need to stay at home in accordance to guidelines approved by the health authorities.
- ❖ If you wish to bring or collect your son/daughter yourself as opposed to using transport, kindly let us know so that we can inform you of the guidelines which need to be followed.

Entry & Exit from Premises

- ❖ Only authorized Inspire persons will be allowed to enter the building. Non authorized people will be asked to wait outside.
- ❖ Before entering the premises, each person will have their hands sprayed with sanitizer and will then proceed to pass over with their wheelchair/step on a special disinfecting mat. It is the parents' responsibility to inform us should their son/daughter have a cut on their hands or any sensitivity that may require hand washing rather than the use of sanitizer.

Sick Son/daughter

- ❖ Should your son/daughter be sick, please keep him/her at home and inform us prior to arrival of transport. If your son/daughter shows any signs of sickness while at Inspire, including but not limited to runny nose, coughing, general malaise, parents will be contacted to pick them up immediately.
- ❖ Parents must seek medical attention for their son/daughter and provide a doctor's certificate stating that their son/daughter is fit to return to sessions. They will not be accepted for the next session if the certificate is not provided.

Hygiene & Sanitization

- ❖ Sanitization of each area used will be ongoing. Prior to commencement of service, surfaces will be disinfected, and toilets will be sanitized on an hourly basis.
- ❖ Service users and staff must wash their hands frequently as part of their daily routine.
- ❖ Visuals, equipment and resources will be sanitized before being used by another individual.



Protective Measures

- ❖ All staff members will be wearing visors while on site. Hand sanitizers, surface disinfectant, gloves, aprons and disinfecting mats are available to be able to carry out the processes of disinfection and sanitization.
- ❖ The number of persons in a room have been allocated in compliance with the recommended 1 person per 6m².
- ❖ Staff temperatures will be taken daily before entering the building or attending for transport supervision.
- ❖ Persons attending the programme will have their bags sanitised upon entering the premises. Lunches are to be provided in disposable containers or bags that will be thrown away after use. All containers used will be wiped down by staff upon entry in the morning. Any food item that needs to be kept in the fridge, for example yoghurt, must be clearly labelled. Drinks should either be in a disposable bottle or a labelled bottle.
- ❖ All items belonging to your son/daughter must be clearly labelled with their name.

Please feel free to contact us should you have any queries regarding the above measures.