Hygiene rules for the participation of attendance classes and examinations (12.11.20)

In light of the spread of coronavirus, special rules for hygiene will apply forthwith. For the protection of your own health and the health of others we ask you to take note of the following instructions:

You may not enter the building or participate in attendance classes if,
- you feel symptoms of sickness (e.g. fever, cough, shortness of breath, laboured breathing, loss of sense of taste or smell, sore throat, cold, pain in joints),
- you have had contact with people who are currently placed under quarantine due to a proven or suspected infection with coronavirus,
- you have visited a corona hotspot (according to the official announcements of the RKI) in the past 14 days.

If any of the cases mentioned above apply, please stay at home.

General rules for behaviour
- Keep to the designated paths while entering and exiting the building.
- You are required to carry a protective mask during your entire stay in the building and during classes. This rule applies to corridors, classrooms, the inner courtyard and sanitary facilities. The requirement to carry a protective mask also applies when entering and leaving the building, as well as during course breaks.
- The procurement of a protective mask lies in your own responsibility.
- Cover nose and mouth while coughing (use the crook of your arm).
- Throw paper handkerchiefs into the dustbin once used.
- Keep your contact with frequently used surfaces like doorknobs to a minimum where possible, e.g. do not touch with your full hand or with your fingers, e.g. use elbow where possible.
- Use the restrooms also to regularly wash your hands.

Rules for distancing
- The minimum safety distance of 1,50 meters to all persons is to be maintained at all times.
- Meeting in groups is expressly forbidden at all times.

Hygiene in the classrooms
- During class it is only allowed to stay at the designated workplace.
- For reasons of hygiene you are only allowed to use your own writing implements.
- When classes have ended please leave the building at once by way of the designated paths.
- A break for ventilation will be held at the latest after 45 minutes.

Hygiene in the restrooms
- Toilet cubicles may each only be used by one person at a time. The restrooms are thoroughly cleaned once every day.
- We endeavor to regularly refill soap dispensers, disposable towels and toilet paper. If something still should have run out please contact the office or your teacher.
- The minimum distance must also be maintained in the toilet cubicles and at the washbasin.

Hygiene during breaks
- For purposes of ventilation the windows in the classrooms are to be opened wide during each break for at least 5 minutes.
- During the break it is allowed to stay in the classroom or go into the inner courtyard but not to stay in the corridors. It is mandatory to wear a protective mask in the inner courtyard.
- The forming of groups is also to be avoided during breaks or when smoking.

The hygiene rules are part of our house rule and must be followed.
If you have a suspected or confirmed corona test result please contact us by telephone (089 244104920) or by email: info@dkfa.de