

## **POLICY ON HYGIENE**

Studio Cambridge is committed to providing high standards of cleanliness and hygiene. Since the outbreak of COVID-19, even higher standards have been enforced to ensure that all those involved in the school and business are protected against the potential dangers from dirt and germs.

This policy is reviewed regularly in line with potential changes to hygiene requirements, English UK guidance and UK Government guidance.

### **Statement**

Studio Cambridge has a duty to maintain the highest standards of cleanliness and hygiene for the safety, wellbeing and comfort of all those involved in the business. We take our responsibilities seriously and aim to ensure that our premises are as free as practicably possible from dirt and germs.

### **Policy Objectives**

We aim to:

- ensure that our premises are kept as clean as practicably possible, so that hygiene risks to staff, students, visitors and others involved in the business are kept to a bare minimum.
- promote awareness of the need for strict hygiene practices.
- provide sufficient hygiene products to maintain a safe and clean environment.
- react to unhygienic issues and events immediately, using appropriate action and materials.
- provide an appointed member of staff who is responsible for cleanliness and hygiene.
- provide the appropriate training to relevant members of staff on safe, effective cleaning.
- regularly review the provision we have in place, aiming always to adhere to best practice and relevant guidelines.

### **UK COVID-19 Guidance**

Since the lockdown in response to the COVID-19 pandemic (from March 2020), Studio Cambridge has followed the guidance provided by the UK Government and English UK for the re-opening of UK language schools. Risk assessments have been carried out on how best to provide a safe and hygienic environment for a functioning school. This continues to be regularly reviewed in response to national and international developments in the pandemic.

Relevant risk assessments are reviewed on a monthly basis during the COVID-19 pandemic and when:

- The number of classes or students in the school increases to a level when more staff are needed to carry out cleaning.
- UK Government and/or English UK advice and guidance changes in relation to COVID-19.
- There is a change to accepted best practice.
- Feedback from staff and students warrants a review.

The next review of risk assessments will be no later than the week prior to the school re-opening to students.

*Reviewed: Jan 2021 by RM, LE, RE & MD  
Next review due: Jan 2022*