



CHECKLIST: COVID-19 SAFETY AND HYGIENE PRACTICES FOR DRIVING SCHOOLS

Instructions: Tick to confirm adherence to Covid-19 hygiene practices

Hygiene Practice in Offices and Learners' Classes

	Description	Yes	No
1	Are all employees issued with face masks and or face shields?		
2	Are records kept as evidence for all employees issued with PPE		
3	Are all learners issued with washable 3-ply face masks		
4	Are records kept as evidence for all facemasks issued to learners		
5	Are temperature screening devices available and in good working condition		
6	Are all learners screened for temperature before accessing driving school office or facility		
7	Are records kept as evidence after temperature screening		
8	Is every learner hand-sanitized before accessing the driving school offices or facility		
9	Is a 1.5 m social distancing observed and adhered to at all times		
10	Are relevant Covid-19 posters displayed appropriately on the walls		
11	Are all surfaces sanitised before and after every learners' license class		
12	Are records kept as evidence after sanitization of all surfaces		

Hygiene Practice in Driving School Vehicles

	Description	Yes	No
1	Are all instructors wearing face masks and or face shields during driving lessons		
2	Are all learners wearing face masks and or face shields during driving lessons		
3	Are all the trucks and instructors issued with hand sanitizers?		
4	Are all learners screened for temperature upon arrival i.e. before starting with driving lessons		
5	Are records kept as evidence after temperature screening		
6	Is every learner hand-sanitized before starting with driving lessons		
7	Are trucks sanitised before and after every driving lesson		
8	Are records kept as evidence for every truck sanitisation circle		
9	Is 1.5 meter social distancing adhered to during driving lessons?		
10	Only one instructor and one learner occupy the truck at a time during driving lesson		