

Supporting School Safety

Be Safe. Be Great.

Overview

Safety is of the utmost priority to us here at Simply Education. It is vital that we have the correct procedures implemented in order to protect our candidates and schools from exposure to coronavirus and mitigate risk wherever possible.

Exposure Procedure

Based on recent government guidelines, we have developed a process which must be adhered to if one of our candidates -

A) begins to exhibit coronavirus symptoms

B) has been exposed to the coronavirus

In the unfortunate event that either of these situations occur, our process is as follows:

- The candidate's booking will be placed on hold and our consultants will discuss the best course of action with the school
- The candidate will go through the 'offline' procedure which stops them from being assigned to any further bookings
- In line with government guidelines, the candidate will remain offline for 10 to 14 days, depending on the specific situation
- If a candidate presents symptoms whilst they are on a booking, they must inform the school and their consultant and leave the school immediately. The candidate should then get a test and follow the government guidelines dependent on the outcome of the results

Returning After Coronavirus

As mentioned previously, the candidate cannot work for Simply Education for at least 10 to 14 days from the date of their coronavirus disclosure. Candidates must then confirm, in writing, that -

A) They are no longer exhibiting symptoms (if they were displaying)

B) They have not experienced any symptoms (if they were self-isolating due to exposure)

C) No one in their household or support bubble has coronavirus symptoms

D) They can provide a negative test result

Once written confirmation is received, the candidate's status will be changed back to 'online' by an appropriate member of the compliance team. The candidate can then be considered for future bookings.

Individual School Procedures

We understand that certain schools may have specific procedures in place in order to combat coronavirus. We ask that these schools send a copy of this information to their consultant, who will then supply the correct details to any candidates that may be booked in for work. This information will be sent to candidates with their booking confirmation.

General Guidance



Candidates must report any symptoms relating to COVID-19 to their dedicated consultant

If a candidate has travelled back from overseas, they must inform their consultants and follow the quarantine procedure if required



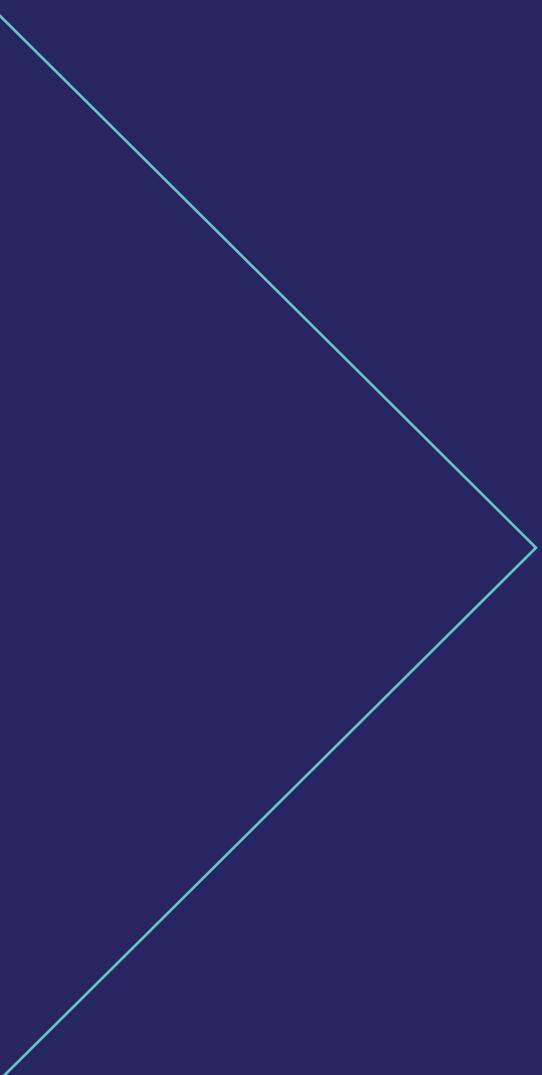
Our consultants will inform all necessary candidates and schools about any specific health and safety procedures relating to COVID-19 for each assignment/setting that we have been provided with

We ask all of our candidates to bring face coverings and antibacterial gel with them to all assignments and encourage good hygiene, including frequent hand washing



Our consultants will inform candidates about any changes to start and end times for each assignment/setting

If you have any queries, please get in touch with your dedicated consultant or call our Bedford Head Office on 01234 216 199.



[simplyeducation.co.uk](https://www.simplyeducation.co.uk)

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