

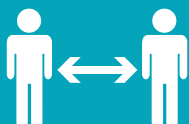
**FOR STAFF****KEEPING KIRKLEES COLLEGE SAFE**

**As a staff member at Kirklees College we are asking you to do your bit to help prevent the spread of Coronavirus around our centres.**

**Please take time to read the new guidelines below.**



- You must have explicit permission from your line manager to attend college. Please ensure you are signed in



- Maintain one metre + distance in classrooms and two metres in social spaces and ensure you keep to designated traffic routes (keep left)



- Wash and sanitise hands regularly
- Inform your line manager if you are feeling unwell with COVID-19 symptoms



- Make sure desks and equipment are cleaned and sanitised after use



- Ensure COVID-19 secure risk assessments are in place for all activities



- Inform your manager if you are feeling unwell or if a family member displays symptoms of COVID-19. Self-isolate following Government guidelines



**#StaySafe**



**KIRKLEES  
COLLEGE**