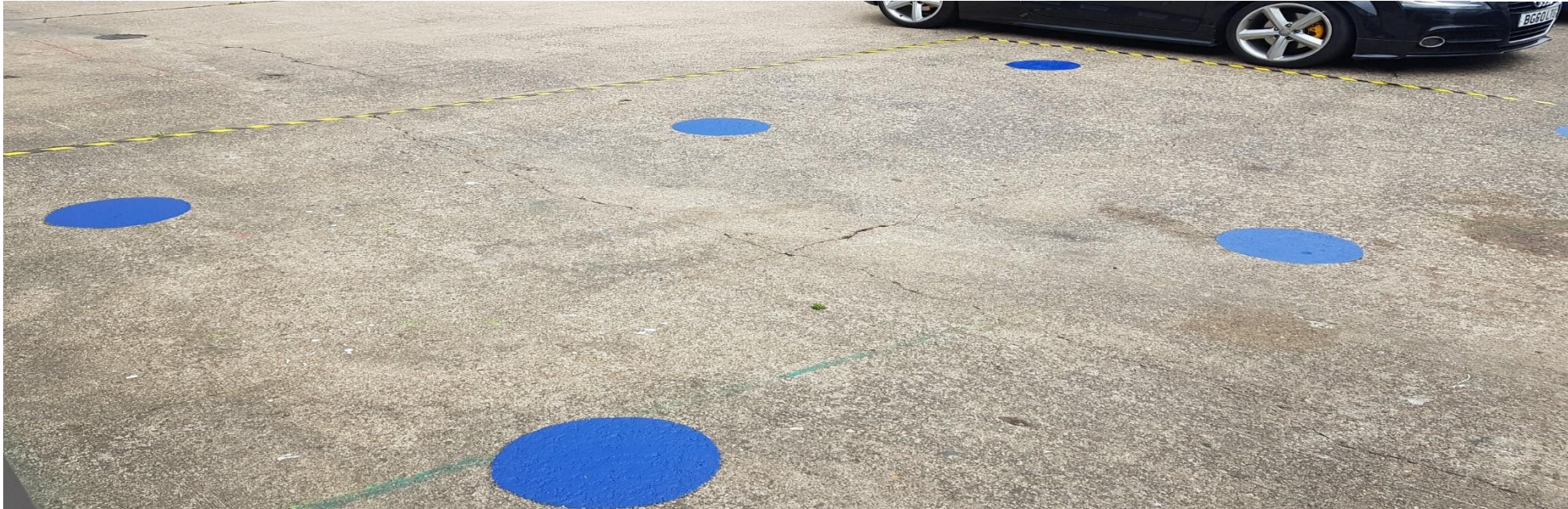




Welcome back to CEP.

- We are going to go through some specifics with you as a starting point for how we can operate safely.
- We want to ensure all of us, staff and students are safe and secure.
- If there are any issues you want to raise please speak to staff and we will do our best to provide answers and solutions.
- We need every ones help to ensure we remain healthy.



When you arrive at CEP you will see markers 2 metres apart for you to stand.

The **yellow tape** is to ensure no vehicles come near to the door of CEP



When you come into the building please use sanitisation station at the front door.

Then hand **ALL** items in through the slot and these will be placed in a sealed plastic bag for **YOU** and **ONLY YOU** to use.

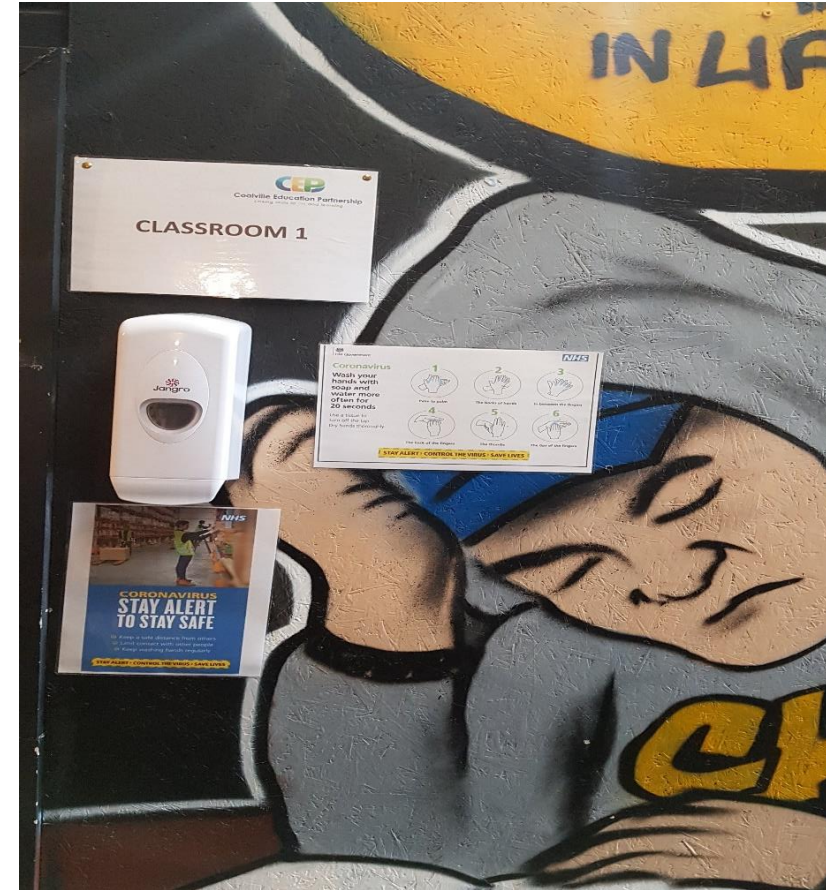
There will be some rooms that are out of bounds. These doors will remain locked.

If you need anything to eat and / or drink speak to a tutor.

Breaks and lunchtimes

Staff will provide drinks and food to your desk and will collect any dirty pots after you have finished.





You will see sanitisation stations across the site.
Please use them regularly during the day.

When entering a room.

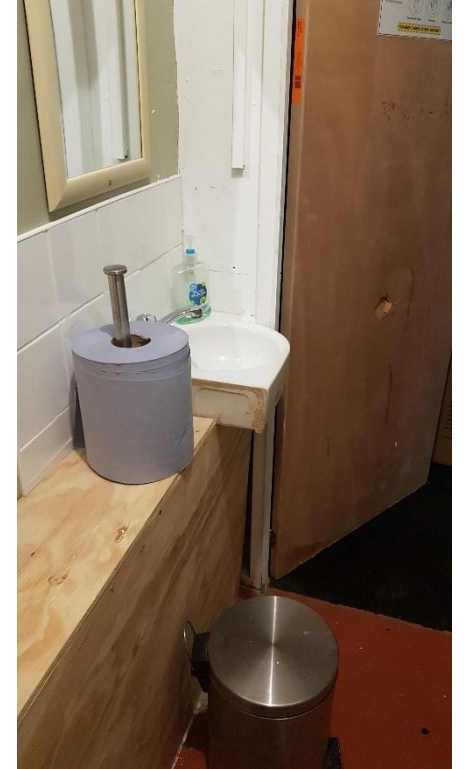
First wash your hands for 20 seconds.

Dry your hands on the paper towel provided.

Place your paper towel in the pedal bins in the loos.

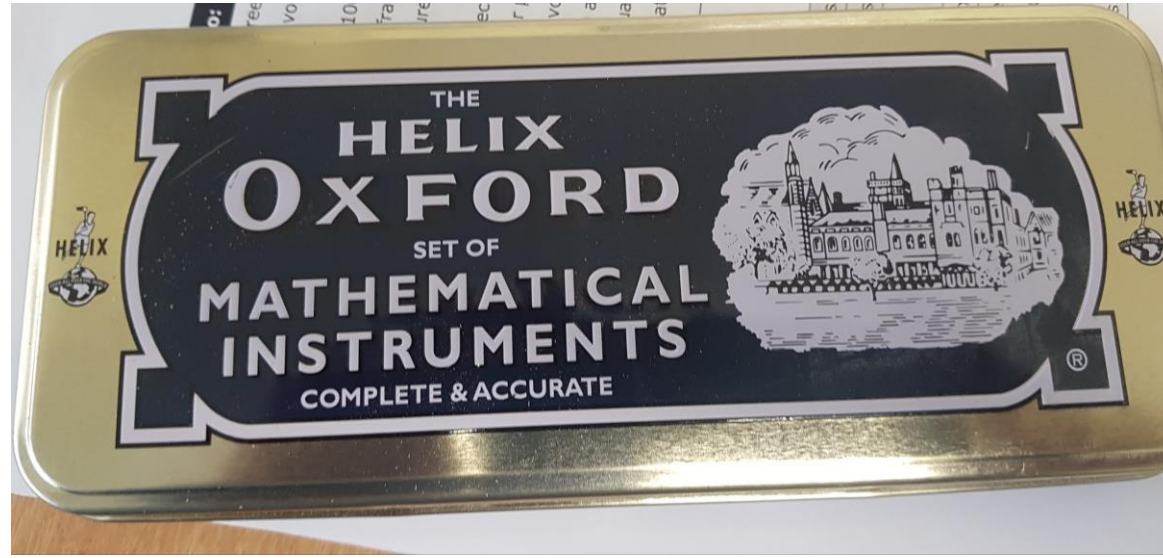
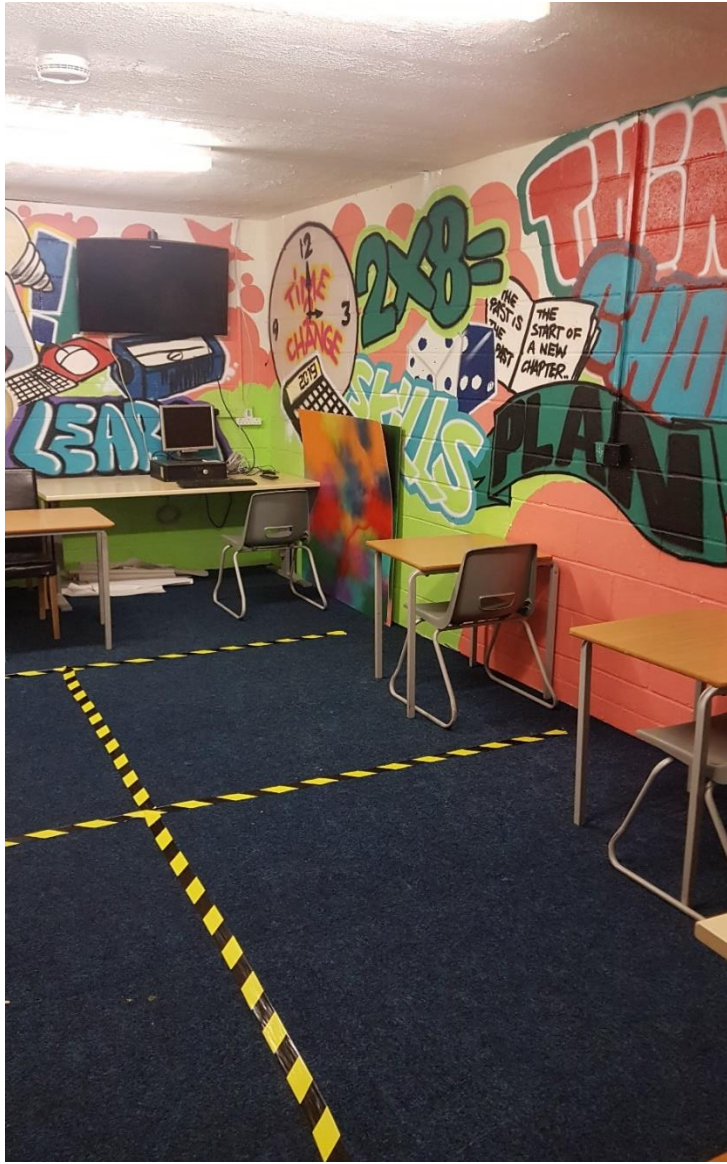
Use the sanitisation stations before entering another room.

Before leaving a room use the sanitisation station.



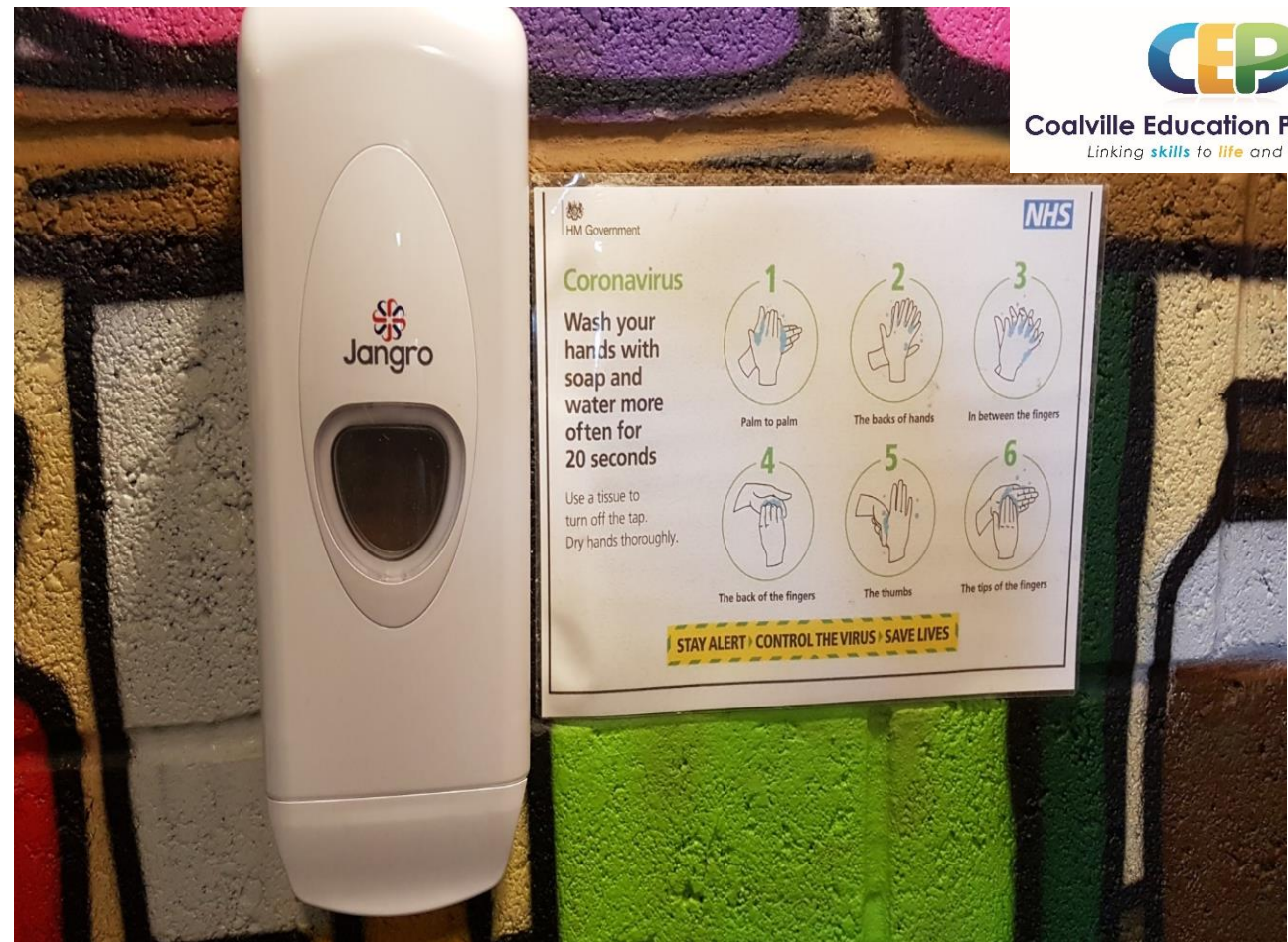


Each room has 2 metre markings on the floor.
Your Tutor will show you to your seat.
This is your seat for the remainder of the day.



Each student will have a designated seat and will be provided with a pack including pens and pencils etc..

These are yours only and cannot be shared.



Each bathroom has hand wash, paper towels and pedal bins.
Each area has sanitisation stations for you to use.



HM Government

Coronavirus

Wash your hands with soap and water more often for 20 seconds

Use a tissue to turn off the tap.
Dry hands thoroughly.



Palm to palm



The backs of hands



In between the fingers



The back of the fingers



The thumbs



The tips of the fingers

STAY ALERT ► CONTROL THE VIRUS ► SAVE LIVES

CEP INDUCTION

- We are now going to run through a few items which you will need to take home and get signed by your carers/ parents.
- Behaviour policy
- Medical forms
- I.T policy

We are also going to show you how to access your new CEP emails and secure drive (cloud). This enables tutors to send work directly to you and have contact with you as we progress.