



Subject: Instructions for a safe visit

Dear client/relative,

We are pleased to welcome you (again) to our exam center soon. As long as the Coronavirus is still among us, we will take all precautions to ensure that you can visit us safely. We therefore ask you to read the instructions carefully and to follow them.

## General measures

Orbit Groundschool takes the policy of the RIVM as a starting point for safe contact. Therefore the following always applies:

- Use a mouth mask
- Keep 1.5 meters away from others
- Wash your hands regularly with soap and water
- Cough and sneeze into the inside of your elbow
- Use paper tissues

## Stay home if you have symptoms COVID-19

We ask that you be and stay alert for symptoms of COVID-19. We ask you to stay home if you have the following symptoms:

- Colds
- Sneezing
- Cough
- Sore throat
- Difficulty breathing
- Fever

## Be on time

To minimize contact with other people, the waiting area is of limited use. Therefore, would you like to arrive exactly on time for your appointment? If you do arrive a little earlier, please wait outside the premises. On entering the building, please first disinfect your hands by using the disinfection kiosk at the entrance.

At the time your appointment starts – from 10 minutes prior - your supervisor will pick you up without shaking your hand and take you to the examination room.

## **Mandatory hand disinfection upon entry and inspection**

Before entering the exam room, would you like to disinfect your hands again? The attending supervisor will check for this prior to entering the exam room as well as check for wearing a facemask and check your vaccination card or scan your QR code. Please have your identification ready for inspection.

## **After your visit**

When finished with the last exams of the day, we kindly ask you to leave the premises as soon as possible. It is not possible to ask questions in the interim or afterwards after the exams - including appeals against questions. You are welcome to ask these via email.

In this way we keep the number of people present in our center to a minimum.

Hopefully the above has given you enough information. If you have any questions, you can always contact your supervisor.

See you soon!

Kind regards,

Team Orbit Groundschool

