Annex 13: Frontex sanitary requirements for TRAINING INSTITUTIONS related to COVID-19

**IMPORTANT**
- These requirements are supplemental to and do not replace any applicable local government sanitary requirements;
- These requirements are to be observed in case the COVID-19 pandemic is still in an active phase in the training institution location at the time Frontex staff is being trained.

1. **Rules on school premises logistics:**
   - Perform COVID-19 arrival tests for the training community (i.e. learners, trainers, and other persons involved in the training);
   - Perform tests on those presenting symptoms of infection during the training;
   - Provide separate entrance/exit for visitors and entrance/exit for Frontex staff (if technically possible);
   - Separate use of elevators/staircases for visitors and Frontex staff (if applicable and technically possible);
   - The maximum number of persons using one elevator/staircase should be four;
   - Sanitizing devices shall be placed in all semi-public areas;
   - Canteen shall work only as a take-away. A system of lunchboxes shall be introduced;
   - Buffet coffee and lunch breaks should be replaced by breakfast/lunch/dinner boxes distributed to each of the learners;
   - Coffee cookies/snacks to be replaced by single-packed snacks.

2. **Rules on classrooms and movement between classrooms:**
   - Seats in each classroom should have a separation of 1.5 meters, the highest number of learners shall be limited to 20;
   - Regular disinfection of classrooms is required (before each class starts);
   - Only one group of learners should use any specific classroom each day;
   - Ensure airing of the classrooms obligatorily during the breaks (if technically possible);
   - In case of a bus transfer to a training facility, the maximum number of learners allowed on a bus should correspond to half of the bus capacity - bus owners should be requested to disinfect buses before each use;
   - Sufficient supplies and materials, including tissues, hand sanitizers and facemasks should be available in each classroom;
   - Bottled water shall be made available to the learners in the classrooms;
   - Posters with “safety rules” should be placed in each of the classrooms, including reminders about cough etiquette, regular handwashing, social distancing etc.
3. **Personal health rules for learners and school staff:**
   - Use hand sanitizer when entering the school premises and when entering each classroom;
   - There is an obligation to wear a mask covering mouth and nose in semi-public areas of the school: elevators, entrance, reception area, classrooms, canteen, and recreational spaces indoor;
   - While in the school premises, keep always the safe distance of minimum 1.5 m.;
   - Respect the limitation on the number of persons simultaneously using elevators/staircases;
   - Clean your mobile phone (disinfectant wipes should be made available in the classrooms);
   - Do not share drinks or food;
   - When leaving the premises, wear a mask if that is required by the local authorities.