



Good Day,

I hope that all of you are doing well and keeping safe.

I would like to bring everybody up to speed with the measurements at the Centre with regards to the Covid19 preparations and precautions.

The following was done:

1. The Centre was sanitised by Leon Loots van Germ Cure on 3 August 2020
2. A hand sanitising station is available at the Main Entrance.
3. A central register is placed at the sanitising station.
4. Information leaflets is available in the Centre.

We request the following from any person using the facilities in the Centre:

1. All clients need to complete a Covid-19 Questionnaire prior to entering the practice.
2. The therapist and the visitor must always wear masks – No Mask, No Entry.
3. The therapist and the visitor must sanitise their hands before filling in the Register at the entrance.
4. All staff and visitors must fill in their details in the register when visiting/working at the office. This is necessary, should anybody test positive for Covid19, to enable management to contact all relevant parties and inform them to get tested.
5. Please wash your hands regularly and maintain physical distancing.

Kindly note the following:

1. There are no kettle's available in reception, therefor no coffee or tea can or may be served.
2. **Kindly note that no visitors are allowed in the reception area. Clients must wait in their vehicles. They would be called on as soon as staff are able to see them.**

3. There are no microwaves available in the Centre.
4. The Centre will be cleaned on an ad hoc basis, as some of our staff will be working in shifts to ensure that the centre is as clean as possible.
5. It is however the therapist's responsibility to sanitise the areas they will be working in, to ensure that your clients sanitise their hands before entering the centre and your office.
6. Please always practice social distancing.
7. All materials used or made during sessions, remains at the practice. Nothing can be sent home with the clients.
8. All surfaces and high frequency touch surfaces will be disinfected before and after each session.
9. All therapeutic toys will be sprayed and disinfected after each session.
10. Soft toys and other difficult to clean toys are removed from my therapy room.

Any person who is at a higher risk (older people, people with health conditions, pregnant woman, small children etc.) should please use online therapy services where possible.

For clients who are experiencing flu symptoms: please reschedule your appointment for another time. Please do this at least 2 hours prior appointment time. Please stay home if you are experiencing flu symptoms including fever, cough, sore throat, runny nose, aching, headache or fatigue. The flu virus can spread very easily from person to person or on surfaces that are frequently touched.

Should you test positive for Covid19, contact me immediately so that the necessary arrangements can be made.

Kind Regards, Hanlie Boshoff

Client: Signed \_\_\_\_\_ Name & Surname \_\_\_\_\_

Parent: Signed \_\_\_\_\_ Name & Surname \_\_\_\_\_

DATE: \_\_\_\_\_

*A safe space to find your voice*