

COVID-19 Management and Risk Mitigation at First Drive

Information for Students/Parents/Guardians

General Information

- Office hours will be limited. Customer visits will be by appointment only. Unscheduled walk-ins cannot be accommodated.
- Office appointments may be requested by phone, email, or text message.
- Everyone who visits the office or classroom is required to wear a face mask at all times when inside the facility.
- Everyone inside a First Drive space is expected to adhere to common 6-foot social distancing protocols.

Classroom scheduling

We will contact students by phone to schedule them for class. Scheduling will be prioritized by 6-month deadlines, amount of the course already completed, and sign-up date. We are not able to schedule on request at this time.

Preparing for Class

- Students should not enter the First Drive facility more than 10 minutes prior to the class start time and will need to be picked up on time at the end of class.
- Students who are not well should not come to class. Students who show signs of illness during class will be dismissed.
- If you will miss class due to illness, please notify us as soon as possible so that we may give the seat to another student. No shows without prior notification will be assessed a rescheduling fee.
- Students will need to bring their own pen, pencil and notebook. Other class materials will be provided.
- Please ensure your child understands the danger of the COVID19 virus and how to minimize contracting and spreading the virus.
- Please prepare and provide your child with necessary items such as a mask and personal hand sanitizer.

Classroom Precautions

- Students will be scheduled for class sessions in advance to limit the number and maintain social distancing standards. Unscheduled walk-ins will not be admitted.
- Students will be encouraged to wash their hands before the class starts and after the breaks.
- All students and the instructor are required to wear masks at all times inside the classroom. If students arrive without a mask, they will not be admitted to the class.
- Everyone must maintain at least 6 feet of separation from others inside the facility at all times and avoid physical contact.
- Classroom seats have been positioned with respect to social distancing protocols and are not to be moved. All students will occupy a classroom seat during class.
- The classroom door may remain open in order to circulate fresh air if the weather permits.
- Before and after each class, all touch-surfaces will be cleaned with a disinfectant cleanser.
- Classroom materials will be disinfected at the end of each sessions.
- Students may bring bottled water and a snack to enjoy over break, but will not have access to the refrigerator, microwave, coffee maker, or other kitchen facilities.