



**FROM MONDAY 18 MAY 2020**

**Back to School!**

**Gradually, methodically & responsibly**



**We Stay  
Safe**

**Our school reopens as allowed by official announcements and guidelines. We are excited to welcome our students back. Of course, we always operate following strictly the health and safety guidelines.**

**Public Health remains our priority.**

**Thank you in advance!**

### **WE DO NOT FORGET THE BASIC RULES:**

1. **Distance:** We keep the **requisite distance** in all spaces in W.S.P.C., **internal & external**, and we avoid crowding.
2. **Face Masks:** We enter the school wearing the obligatory face mask in every public space. In the classroom the face mask is optional for students and obligatory for lecturers during tastings (when serving wine).
3. **Gloves:** Gloves are optional for students. W.S.P.C. has ensured that there is hand sanitizer in the school entrance, every classroom and bathrooms.

### **GENERAL INFORMATION ABOUT OUR PREMISES**

**W.S.P.C. is housed at a modern 3-story building of 1200m<sup>2</sup>. Our premises are formed according to the strictest health and safety standards and can operate under any circumstances.**

This helps us organize our classes' schedule efficiently, even under difficult circumstances.

- ❖ We have small class groups, maintaining the 1,5 m safety distance between students.
- ❖ We keep windows open all day long, in order to maintain natural air circulation in the classroom.
- ❖ We are trying to arrange different break times between different, overlapping classes. In this way we avoid crowding.

In the meantime we strengthened our health and safety measures. Our staff is fully informed and trained (employees and lectures) and is able to cope with any case. Just mention a few examples:

- ❖ We added more hand sanitizer dispensers in all public spaces (entrance, classrooms, W.C.)
- ❖ We inform you in detail how to use hand sanitizer and how to follow the basic guidelines when in our building.
- ❖ We clean and disinfect daily all public spaces.
- ❖ We clean classrooms (desks, chairs etc.) right before the beginning and right after the end of the class.
- ❖ We wash glasses and spittoons in professional dishwasher at high temperatures.

- ❖ We disinfect bathrooms right before and right after the classes.

## **DURING YOUR ARRIVAL**

### **In case you arrive earlier at our premises...**

- ❖ We appreciate that you stay in your car or outside of our building. Please keep the safety distance and avoid crowding while waiting entering.
- ❖ You will be able to enter the classroom only **10 minutes** before the beginning of the class. Our staff will guide you so that you can enter safely without crowding.

### **While you enter our premises...**

- ❖ You must wear a face mask during your stay at the interior public places (lobby, offices, stairs etc.). Please note that you must have a mask before your arrival.
- ❖ You will not be able to bring your own coffee, soda or food (take away or homemade). During class, our school provides you bottled water. In case you do not want it, you can bring your own water.

### **After your entrance...**

- ❖ You should use the hand sanitizer found at the entrance of the building.
- ❖ You go directly to your classroom, avoid crowding in the lobby and public spaces (outside of the classrooms).
- ❖ You do not crowd inside the building. For your own convenience, we reassure you that class time schedule will be accurate.
- ❖ Elevator should be used only in case of need. In this case, the maximum number of people entering the elevator is 2. Inside the elevator you must wear face mask and maintain safety distances.
- ❖ Bathrooms: There is a bathroom in every floor of our building. It includes 4 W.C.s and a common space for washing your hands. In case all W.C.s are occupied, you should wait outside of the bathroom. You should always wear face mask and maintain safety distance.

### **Inside the classroom...**

- ❖ All classrooms are formed according to the official guidelines, maintaining safety distance between desks (1,5 m).
- ❖ During class, you are not obliged to wear face mask and gloves. In case you want to wear a mask, you should be very careful when putting off the mask (for example during tasting) and wearing it again. You should follow strictly the guidelines of the official Government Agencies (right way of wearing, putting off and keeping the mask till next use)
- ❖ There is a hand sanitizer dispenser in every classroom in case of need.
- ❖ Personal objects (mobile phone, keys, sunglasses) should be kept inside of your bags and not on the desk.
- ❖ On your desk you are allowed to have only your books, your notebook and pen/ pencil. There will be a set of tasting glasses, a spittoon for the tasting session and water (bottle and glass) on every desk.

- ❖ Under these circumstances we will use ONLY individual spittoons. Spittoons must be used carefully by all students.
- ❖ All wines will be served only by the lecturers, and during service lecturers are obliged to wear a face mask.
- ❖ In case there is a break during class (intensive classes), you must wear a face mask and you head to the exit in an orderly manner. You return to classroom according the same guidelines. You should always maintain the safety distance and avoid crowding.

#### **At the end of the class...**

- ❖ You should head to the exit always gradually (not in big groups), keeping the safety distance and not crowding at the stairs and the exit.
- ❖ You must wear your face mask and gloves –optionally- before exiting the classroom.

**ATTENTION: Face masks or/and gloves, that have been used, must be rejected ONLY when you leave our building in a specific bin close to the exit door. There is a sign on the bin.**

- ❖ As you need more time to leave the building gradually, please do not delay your departure. This will help us keeping our time schedule and complete all procedures required in time (remove glasses and spittoons, cleaning/ disinfection of desks and chairs etc).