



Hygiene and protection concept for events at Sankelmark Academy under the conditions of the COVID-19 pandemic

Status: 31 March 2022

1. basic principles

- Substitute promulgation (§ 60 para. 3 sentence 1 LVwG) of the State Ordinance on the Control of the Coronavirus SARS-CoV-2 (in force from 3 April 2022)
- HACCP hygiene standards

2. staff and guests

- Responsible for the implementation of the hygiene and protection concept are the Academy Director Dr. Christian Pletzing (e-mail: c.pletzing@sankelmark.de, telephone: 04630 - 55 100) and the Deputy Academy Director Dr. Heiko Hiltmann (e-mail: h.hiltmann@sankelmark.de, telephone: 04630 - 55 123). All seminar leaders and staff of the Sankelmark Academy Centre support them in implementing the protective measures.
- The kitchen manager is responsible for the training of all employees in the implementation of the hygiene and protection concept.
- Employees are supposed to wear mouth and nose protection when in contact with guests.
- Sufficient stations for hand disinfection are available for all guests.
- In the entrance area, a board informs all arrivals about the most important provisions of the hygiene concept.
- The Academy recommends that all guests and staff wear mouth/nose protection.
- Participation in events is not possible in the case of health restrictions or cold symptoms that indicate an infection with the coronavirus. Participants who are in poor health may take part in events at the Sankelmark Academy Centre at their own risk.
- In all seminar rooms and sanitary facilities there are information signs on the protection against infection by the Federal Centre for Health Education (BzgA).
- Due to possible deviating regulations abroad, only people who have been fully vaccinated against Covid-19 or have recovered from a Covid-19 illness can participate in study tours organised by Sankelmark Academy.

3. booking and registration

- In order to participate in events at the Sankelmark Academy, participants must register in advance.
- Contact details must be provided at the time of registration or, at the latest, on arrival. This provision does not apply to guest events.

- A QR code for registration with the Corona warning app of the Robert Koch Institute is available at the reception for guests.

4. guest rooms

- The duty rosters take into account the increased time and staff required to clean the guest rooms.
- Daily cleaning of the guest rooms is only carried out at the request of the guests.

5. seminar rooms

- All seminar rooms of the Academy have sufficient ventilation and large entrances, partly through several entrances. They are not air-conditioned. The seminar leaders are responsible for regularly ventilating the seminar rooms. If required, a CO2 measuring device is available on request.
- The seminar rooms are cleaned daily before the start of the events.

6. sanitary rooms and public areas

- The sanitary rooms will be cleaned and disinfected daily before the start of the event. The staff confirms the cleaning by signing a cleaning list.
- Some areas of the sanitary rooms will be closed for use in order to increase the distance between guests.

7. suspected cases

- In the event of a suspected case of infection with SARS-CoV-2, the Academy Director must be informed immediately. The local health authority will then be consulted. A room with an attached sanitary area will be kept available for possible isolation in the event of a suspected case.