

Redhill Aviation Flight Centre

COVID 19 Procedures effective from Wednesday 8th July 2020

Introduction

On Friday 26th June 2020 the DfT revised its guidance on General Aviation flights.

Up until now, recreational flights were permitted from English aerodromes for solo flights or flights where everyone was from the same household as well as commercial training. However, now with the next stage of the easing of lockdown coming into force, the resumption of all general aviation dual and instructional flights is now permitted from the 4th July 2020 subject to CAA approval.

Social distancing must be strictly observed.

Full details are available from: <https://www.gov.uk/government/publications/coronavirus-covid-19-recreational-general-aviation/coronavirus-covid-19-recreational-general-aviation>

Self-declaration of symptoms forms

In the interests of safety of our staff and other customers, you must have read and signed our self-declaration symptoms form. This digital document will be emailed to you prior to your flight for you to digitally sign.

Please advise us if any of the following is applicable to you:

- I have been diagnosed with COVID-19 at any time during the 14 days prior to my flight
- I have had COVID-19 symptoms (fever, newly developed cough, loss of taste or smell, shortness of breath) at any time during the 8 days prior to my flight
- I have had any communication with someone who has COVID-19 in the 14 days prior to my flight
- I am required by local or national regulations to be in quarantine for reasons related to COVID-19 for a period that includes the date of the flight

Please note that if there is any doubt, we will not be able to offer you a booking.

Please do not come to the Flight School if you believe you may be a risk to others.

Risk assessment

In order to ensure we as a business are compliant with the new guidelines and to ensure our staff and students' safety remain a priority. We have carried out the following procedures:

- Full deep cleansing of the flight school and aircraft
- 1 way entry and exit points in place
- Procedures in place for arrival and departure at the flight school
- PPE disposable masks and gloves provided for students and instructors
- Documents converted to digital format
- Socially distant seating and briefing areas

We have submitted a full risk assessment to the CAA which has been approved and is available to view if requested.

28 days rule

The 28 day recency rule has now reverted back to a normal check flight with an instructor for those out of currency who were unable to be offered a telephone briefing previously.

Booking flights

All flight bookings are to be made via email or telephone. Do not put in requests via the booking system. We aim to allocate 1 student to the same instructor where possible.

Precautions at the School

Precautions at the School – Links to the electronic aircraft documents will be provided after booking an aircraft. In order to keep foot traffic inside the flight school to a minimum, students are to call the Ops desk upon arriving outside and only when told to do so you are to come to the entrance of the school where you will be temperature checked and provided with disposable mask and gloves. As you arrive at our entrance, please use the provided hand sanitiser. To facilitate this please try and arrive on time, preferably not too early.

Toilet facilities - are available if required, however please follow the one-way routes to and from the toilets to the school. Please note that the toilet is used by staff from other companies in the building and is not controlled by ourselves.

No food or drinks will be available so please bring your own refreshments for consumption in the car.

All students and instructors are to use their own headsets. All instructors have been provided with PPE and face visors. Students must not bring visitors with them to the flight school.

If you are permitted access to the flight school, you must maintain a distance of 2m from any person(s) inside the school and be wearing the provided PPE at all times.

Private hire flights

For private hire's, you will find a box containing 1 disposable face mask, hand sanitiser, 2 pair of disposable gloves and a disposable cloth as well as sanitised aircraft keys. There is now no requirement to sanitise the internal surfaces of the aircraft before and after your flight whilst using Bacoban: However external surfaces must still be sanitised before and after each flight using the other provided disinfectant spray. Please see below for further details.

Preparation for flight

If possible, please do as much preparation for your flight at home including your flight log, Notams, weight & balance, aircraft performance and weather etc. Pre and post flight briefing's with the instructor are to be done via video platforms such as Zoom/Skype, if not possible then this can be done outside if weather permits or in the aircraft. However, our briefing rooms will be available if required and sanitised after each use. When in the briefing room the instructor and student are to sit on their individual table facing back to back. If you require anything, please contact Ops.

Sanitisation

Bacoban for Aerospace disinfectant spray is now applied to all surfaces/items once every 7 days and is effective on internal surfaces for up to 10 days. External surfaces and any regularly touched surface must be treated before and after each flight. Regularly touched and external surfaces include aircraft keys, the control column, trim wheel, throttle, door handle, fuel cap and dipstick. For some lessons there might well be additional surfaces to add to this list, for example the flap lever after a lesson of circuits. If Bacoban is available, do not use any other disinfectant as this will make the previously applied Bacoban ineffective

If for any reason Bacoban is not available then we will revert back to cleaning all surfaces before and after each flight.

This procedure will be monitored and recorded in the tech log.

Before and After Each Flight	Every 7 Days
<ul style="list-style-type: none">• Fuel Caps and Oil Dipstick• Aircraft Keys• Control Column and PTT• Trim Wheel• Throttle• Door handle (external)• Using your own discretion any surface which has been touched	<ul style="list-style-type: none">• Complete Aircraft clean of every surface with Bacoban, following the “Redhill Guidance on Cleaning Aircraft” document

Note: If another disinfectant is used by accident please inform ops.

Refuelling the aircraft

Social distancing must be strictly observed.

Park the aircraft at the correct position, take the fuel cap off and take it with you, stay away from the refueller. Do not touch any element of the fuel installation: including the bonding cable or the steps used for refuelling C152s. After refuelling, when safe, replace the fuel cap. Only ask the quantity of fuel supplied from a safe distance, **no need for a signature or a receipt**. Advise Ops of the amount uplifted.

Redhill Aerodrome

3 - 31 JULY SCHEDULE: 1000-1030 1230-1300 1430-1500 1600-1630

AD/ATC CLOSED. DURING THESE PERIODS ONLY AIR AMBULANCE, POLICE OR COMMERCIAL HEL
FLT MAY OPR. NOTAM L3109/20

Summer opening hours (subject to change at short notice). PPR no longer required for based pilots. Normal operations for non-based inbound/outbound pilots please email atc@redhillaerodrome.com or telephone 01737 821802. No movements allowed whilst ATC on scheduled breaks.

Please check Redhill Aerodrome website for any updates or changes.
(www.redhillaerodrome.com).

Social distancing must be strictly observed.

After the flight

Please sanitise the keys and external surfaces of the aircraft, referring to the sanitisation section above and advise ops of the flight times, any fuel uplift, any circuits carried out and any other information such as defects. Please dispose of the provided PPE in the designated bin in the front.

Payment can only be made before or after the flight by telephone or card machine.

PPL exams

PPL exams are now possible and are now computer based. These are carried out within the flight school and will require prior arrangement in order to come and sit an exam. Please telephone ops to arrange this.

Stay safe and well