



COVID-19 Guidance

We want you to be safe, supported and successful during your time studying with us.

This addition to the Code of Conduct relates to actions relating to COVID-19. You must follow this guidance at all times:

- You must not attend campus if you have any symptoms of COVID-19 or if you are required to self-isolate. Please contact the absence email or phone line if you are unable to attend campus and give the reasons why.
- If you feel unwell whilst at college, you must tell a member of staff immediately. If you have COVID-19 symptoms we will provide a suitable space and provide support to get home safely.
- If you have symptoms of COVID-19 (at least 1 of the following: high temperature, new continuous cough, a loss or change of taste or smell) you should stay at home, self-isolate and book a test. You must inform the college of the results of your test, via your programme manager or absence email.
- You must wash your hands regularly using soap and water and wash them for at least 20 seconds. Dry your hands fully following washing. If you do not have access to soap and water then use hand sanitiser.
- You must wash your hands, or use hand sanitiser, every time you enter the campus, classrooms or any other college spaces. You should also wash your hands before and after eating.
- You must maintain social distancing at all times. Please follow one-way systems and directions for services such as toilets and water fountains when on campus
- In normal classroom environments you will be in your class 'bubbles' and face coverings will not be required unless it is an industry standard or where the environment requires additional measures. In this case you will be informed by your teachers of what is required.
- However, in shared and communal spaces such as social spaces, corridors and eating areas, you will be interacting with others. Therefore, face coverings are recommended (though not mandatory) and you must pay particular attention to social distancing.
- Face coverings are mandatory on public and college transport.
- Face coverings should be kept in a sealed bag and you should wash your hands before and after putting it on.
- Carry tissues and dispose of used tissues in bins to 'Catch it. Bin it. Kill it'.
- You will be able to access learning online if you are required to self-isolate or if a lockdown occurs. This will ensure that you do not miss any learning. You will be given an introduction to the online systems that you will need to access remotely. Please inform your programme manager / tutor if you have concerns about accessing learning from home.
- We will increase cleaning in all areas of the college and provide access to hand sanitiser and cleaning products as required.
- Actively causing distress or upset to others relating to COVID-19, such as purposely coughing near others or indicating personal COVID-19 symptoms, will not be tolerated and will be subject to disciplinary action.

We know that some of the ways that we will be working will be different to normal, however we must work together to ensure that we can all stay safe.

Guidance and safe practices relating to COVID-19 are changing regularly, so updates will be provided on campus, via course teams and in social spaces. You must adhere to updated guidance at all times.