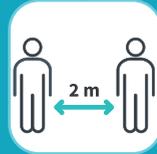


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# KEEPING YOU SAFE AT COLLEGE



St Helens College





## KEEPING YOU SAFE AT COLLEGE

This booklet will take you through the changes we have made to ensure all the necessary health and safety measures are in place.

As well as keeping you safe, we are committed to making sure you still get the most of out your College experience and that your studies are still as exciting and professional as they can be during this time.



## GETTING TO COLLEGE

- We would encourage all students to walk or cycle to College where it is possible.
- Try to limit the use of public transport if you can. If this cannot be avoided, please ensure you are following social distancing guidelines and wear a mask or face covering while travelling. The College will be providing all students with a reusable facemask for this purpose.
- The College's free bus timetable is available on the College websites and bus passes will be issued at the start of term.



## FACE COVERINGS

The wearing of face coverings is mandatory in all corridors and internal social spaces for all staff and students.

The use of a face covering by itself does not protect the person wearing it from anyone who may have COVID-19, so we encourage good personal hygiene practices in addition. Where you are using a face mask, it should be worn for short periods only and replaced regularly; prolonged use can cause skin soreness.

Students should bring and use their own face covering, and they must be used in the following areas:

- Travelling to College on public transport
- When entering the building and in social areas such as corridors and breakout spaces
- Whilst waiting for food in the canteens and Starbucks
- In the learning resource centres and library

## SAFETY AT COLLEGE

**To help keep students and staff safe and reduce the spread of Coronavirus (COVID-19), we have introduced the following:**

- We have created bubbles and zones within the College to limit movement around the building, and to reduce the number of people you will come into contact with.
- Please follow the directional signage, and keep to your zones, using the appropriate entrances, exits and stairwells.
- Socially distanced social spaces and outside areas for breaks.
- Minimal sharing of workstations and socially distanced classrooms (where possible and required).

## SAFETY AT COLLEGE

- Limiting the use of lifts with a maximum of one person at one time permitted.
- Canteen facilities have been socially distanced, and will offer a range of quick grab and go purchases. Breaks will be staggered to prevent overcrowding.
- Screens to protect students and staff in reception, Student Services and other high volume counter based services.
- Staff will challenge any students who do not appear to be maintaining social distancing rules, or adhering to safety expectations.
- We have introduced student and staff only toilets to reduce usage and over-crowding.



## HYGIENE AT COLLEGE

- You will be expected to wash your hands more often than usual and thoroughly for 20 seconds with soap and water.
- We have installed hand sanitiser stations at key points throughout the College campuses such as receptions, canteens, entrances, lifts, and staircases. You will be asked to use them when entering and exiting the building, and before and after eating.
- We will promote the 'catch it, bin it, kill it' approach, providing more rubbish bins throughout our campuses.
- We have implemented more frequent cleaning across our campuses including high-touch areas such as doors, handrails, and handles. Please be mindful to touch things only when necessary.
- Cleaning materials will be provided in all classrooms. When entering a classroom, you will be expected to use the sanitising gel and wipes available for equipment which is regularly used such as keyboards, desks etc. After use, you will be expected to use sanitising wipes to clean any touched equipment and surfaces.



## WELLBEING AT COLLEGE

We understand that you may be feeling worried and anxious at this time, but our Safeguarding and Wellbeing Team is available to offer you support and guidance.

Please speak to your Personal Tutor, or a member of the Safeguarding and Wellbeing Team if you have any concerns.

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## IF YOU FEEL UNWELL

If you or anyone in your household start to feel unwell with Coronavirus symptoms, you should not attend College and should self-isolate at home.

- You should inform your tutor via email that you are unable to attend College.
- You will be asked to self-isolate for up to 14 days and to get a test. A clear result on a test will allow you to re-enter College before the 14 days.
- You must inform us if your test returns a positive result.

The most common symptoms of Coronavirus (COVID-19) are:

- a new, continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

Visit [www.gov.uk/coronavirus](https://www.gov.uk/coronavirus) for the latest guidance on Coronavirus symptoms.

Information on NHS Test and Trace can also be found at [www.gov.uk/guidance/nhs-test-and-trace-how-it-works](https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works).

We want to provide you with a safe and supportive environment, and we hope that this guidance will reassure you that we are doing everything possible to keep you safe.

The College will continue to monitor government guidance relating to COVID-19 and will update information and guidance accordingly.

