



Covid-19 – Student Code of Conduct
(Further Education)

Appendix to Gower College Swansea Code of Conduct

These Rules apply to all students in Gower College Swansea

This code of conduct is intended to be read alongside the existing Student Code of Conduct, it details the expectations of students in supporting the college to comply with Government Guidelines and the College's Risk Assessment relating to Covid-19.

Whilst the College, has primary responsibility for Health and Safety in the College, every individual student has a duty to take care of their own Health and Safety and that of others who may be affected by their actions. Students must co-operate with the College to help everyone meet the legal requirements.

Symptoms of Covid-19 (Refer to latest Government Guidance)

- 1) Do not attend college if you are experiencing the symptoms of Covid-19 - **High Temperature, new continuous cough, a loss of smell or taste** (NHS)
- 2) Do not attend college if you have previously tested positive/or displayed the symptoms for Covid-19 and are still within the self-isolation period specified by the Government
- 3) Do not attend college if you are currently within the specified isolation period due to any members of your household
- 4) Inform your tutor or the college and leave the college immediately if you begin to experience symptoms of Covid-19 and do not return until having completed isolation period or tested negative for Covid-19.
- 5) Do not attend college until you have completed the isolation period if you have visited a country which requires self- isolation.
- 6) Do not attend the college if you have direct contact with any person in self isolation or has recently returned from a country which requires self- isolation

Hand Washing/ Hygiene

- 1) Hands must be sanitised on entering the college at the sanitising station situated in reception or relevant building within the college.
- 2) Hands must be washed for 20 seconds on a regular basis, particularly between activities or changes of location within the building
- 3) Hand Washing must be carried out in accordance with Government Guidelines
Hands must be dried with disposable paper towels or electric hand dryer
- 4) Coughs and Sneezes must be caught in tissues which must be disposed of immediately in the bins located in the college
- 5) Avoid touching your face, eyes, nose or mouth with unclean hands
- 6) Students to use designated toilet facilities and leave them clean ensuring all tissue/paper towels are appropriately discarded. Whilst also ensuring the 2 metre social distancing is followed.

Social Distancing

- 1) Observe the 2m social distancing requirements on a continual basis on all sites, in common rooms and open areas. (Students within a bubble/contact group do not need to maintain social distancing with other students in that same bubble/contact group).
- 2) When you are in your teaching class or workshop area, you will be within your bubble, we accept it will not always be possible to keep the 2-metre social distance with other students, but the 2 metre distance must be kept from members of staff.
- 3) Only one student to use the lift at any one time - where students are authorised to use the lift
- 4) Observe the one-way system in force throughout the building
- 5) Observe 2m social distancing floor markings where relevant
- 6) Always keep 2m clear of your lecturer
- 7) Do not make physical contact with other students e.g shaking hands/ hugging.
- 8) Do not enter the lecturers marked zone in the classroom.

Minimising Risk of Transmission

- 1) Only attend the designated classrooms or areas you are being taught in.
- 2) Only use the designated workspace/desk you are allocated
- 3) Only use the designated computer equipment you are allocated.
- 4) Adhere to the Clear/Clean Desk Policy to enable effective cleaning of surface
- 5) Wear your ID badge at all times so that you can be identified as a College student.
- 6) Attend College only for the purposes of attending lessons, being on the College site purely for **social purposes is not allowed at this time.**
- 7) We will be asking you to use specific entrances and exits. You must do this for everyone's safety.
- 8) Smoking is only permitted in the smoking shelters – where the 2-metre social distancing must be followed. .
- 9) Avoid touching surfaces where possible including doors/ barriers in areas outside your designated classroom.

More than ever in these difficult times, it is essential that you follow the instructions of both your lecturers and other College staff at all times.