

Generic Preventive Measures/COVID-19 Appropriate Behaviour

The following public health measures are to be followed to reduce the risk of COVID-19 by all (faculty members, employees, students and visitors) in these places at all times:

- i. Physical distancing to be followed as far as feasible.
- ii. Use of face covers/masks to be made mandatory.
- iii. Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be done wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing of used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App shall be advised wherever feasible.
- viii. Vaccination drive for students who come to the campus in coordination with CMO and District Administration.

Guidelines for opening of campuses for students for examination, practical classes and doubt classes

The institutions should be ready with a plan for handling the inflow of students, faculty and staff in the campus, monitoring disinfecting measures, safety and health conditions, screening and detecting the infected persons, containment measures to prevent the spread of the virus in the campus.

- It should be ensured that not more than 50% of the total students should be present at any point of time and necessary

guidelines/protocols to prevent the spread of COVID-19 are observed.

- Non-resident students should be allowed in campuses only after thermal scanning, sanitization of their hands, wearing of face masks and gloves. Symptomatic persons should not be permitted to enter the campus and should be advised to contact the nearest hospital for clinical assessment.
- All such programmes and extracurricular activities should be avoided where physical distancing is not possible.
- Proper signage, symbols, posters etc. should be prominently displayed at appropriate places to remind the students, faculty and staff for maintaining physical distancing
- Teaching hours (in case of doubt classes and practical classes) in a day may be extended, as per requirements of the institution.
- Six-day schedule may be followed so that classes (in case of doubt classes and practical classes) can be conducted in phases and the seating arrangement be made keeping in view the requirements of physical distancing.
- Universities and colleges to consider reducing the class size and break them in multiple sections to maintain physical distancing during the classes.
- Depending on the availability of space in class rooms or learning sites, up to 50% students may be allowed on a rotation basis to attend the classes.
- Proper sanitization at all learning sites should be ensured. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms, laboratories, (and also) lockers, parking areas, other common areas etc. before the beginning of classes/examination and at the end of the day. Teaching materials, computers, laptops, printers, shall be regularly disinfected with 70% alcohol swipe.

- Sitting places in classes, laboratories, computer labs, libraries etc. should be clearly marked, keeping in view the norms of physical distancing. At least one seat should be left vacant between two seats.
- Rest rooms/toilets should be regularly cleaned and disinfected.

Safety Measures at Entry/ Exit Point(s)

- i. Adequate arrangements of thermal scanners, sanitizers, face masks should be made available at all entry and exit points, including the reception area.
- ii. Crowding must be avoided at entry/ exit points. Staggered timings of entry and exit with limited strength for different programmes should be followed.
- iii. For ensuring queue management, inside and outside the premises, specific markings on the floor may be made and be adhered to.
- iv. In case the institution has more than one gate for entry/ exit, all the gates should be used, with adequate care, to avoid crowding.
- v. Monitoring of the entry and exit of the students should be done.
- vi. Screening of students, faculty and staff, wearing of face covers/ mask, sanitizing of hands etc. must be ensured at all entry points.
- vii. Those having symptoms of fever, cough or difficulty in breathing should not be allowed to enter.

Guidelines for Hostels

- i. Hostels may be opened only in such cases where it is necessary while strictly observing the safety and health preventive measures. However, the sharing of rooms may not be allowed in hostels. Symptomatic students should not be permitted to stay in the hostels under any circumstances.
- ii. There should be no crowding in hostel areas where students live in close proximity and share common facilities and utilities. Hence, their numbers need to be limited appropriately to avoid crowding. Also, hostel students should be called in phases.

- iii. Thermal Screening of all resident students should be ensured.
- iv. They will be referred to the nearest COVID treatment facility for clinical assessment and treatment.
- v. Density in dining halls, common rooms, playing areas should be limited, keeping in view the requirement of physical distancing.
- vi. Hygiene conditions should be regularly monitored in kitchens, dining halls, bathrooms and toilets etc.
- vii. Cleanliness is to be maintained in dining areas. Meals should be served in small batches, avoiding over-crowding. Take away options should be available for students and staff.
- viii. It must be ensured that the meals are freshly cooked. A senior staff should monitor the same.
- ix. Utensils should be properly cleaned.
- x. Wearing of face covers/ masks and proper sanitization of hands of the staff engaged for the preparation and distribution of meals should be ensured.
- xi. Resident students and staff should avoid or limit visiting the markets. As far as possible, essential items may be made available within the campus.
- xii. Hostels may define the number of students in dining halls at any point in time. Mess timings may be increased to avoid overcrowding.