

# Returning to Campus: COVID-19 Guidance and Information for Students.

Revised February 2021.



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# Respond & Reunite: Our Promise to You



[Click Here](#)

Our Promise to You

# General Information

This guidance outlines the University's procedures in relation to students returning to the campus and other University buildings.

Government guidelines focus on maintaining social distancing measures, but the University's additional guidelines seek to minimise the spread of the coronavirus (COVID-19) on campus.

This guidance exists in addition to all current University policies and guidance which must still be followed to ensure health and safety.

# Students Returning to Studies from March 2021

From the 8<sup>th</sup> March 2021, the government will start to lift some COVID-19 restrictions, starting with enabling students to return to in person teaching.

Initially only students that are studying courses on the original list of programmes issued in January are able to return, alongside a new category of practical based courses.

The government will review by the end of the Easter holidays the options for the timing of the return of all remaining students. This will be dependant on the latest data.

## **Important.**

All students that return to studies will be required to continue to follow all COVID-19 measures that are in place at the University of Northampton.

Additionally, all students (and staff) will be required to undertake twice weekly Lateral Flow Tests that can be undertaken at the Waterside Campus sports Dome.

You will need to book your twice weekly Lateral Flow Tests via the Eventbrite link below:

[Book a Non-Symptomatic Covid Test](#)

# Students Returning to University Accommodation

Students can return to their accommodation from 6<sup>th</sup> March onwards but are expected to follow all COVID-Secure arrangements when they do so.

Household mixing is not permitted in England at present and this includes mixing with other households in student accommodation. This means you must not visit or have guests to your flat from other buildings or households.

The government has introduced new fines for breaches of the COVID-19 regulations that extend to individuals holding unauthorised household gatherings/parties, and outside group gatherings above the current government restrictions. You should be aware that regular enforcement action is undertaken throughout the town, including University premises and the fines given are as follows:

Fixed penalties of £200 for failures to comply with regulations, and up to £960 for repeat offences.

£200 fixed penalty, or up to £5000 if convicted for gatherings in private dwellings.

£1000 fixed penalty, or up to £10,000 for organising large-scale gatherings.

# Symptoms

It is essential that you **do not** come onto Campus if you are displaying symptoms of coronavirus (COVID-19).

The most common symptoms of coronavirus (COVID-19) are recent onset of any of the following:

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

For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above you must stay at home, notify the University and arrange to have a **PCR Test** to see if you have COVID-19.

Please do not book a Lateral Flow Test if you have symptoms !

# Lateral Flow Testing process

All students and staff that are returning to Campus to work or study must undertake twice weekly Lateral Flow Testing. This ideally will be undertaken with a three-day gap between tests for the best and most accurate results.

Tests can only be booked through the Eventbrite booking system [Book a Non-Symptomatic Covid Test](#) and it is recommended you book both weekly tests whilst you are online.

You will normally receive your tests results within one hour of taking the test.

If you do not receive your result or your result is void, then you must follow the instructions given to you on a card after your test.

All staff and students that return a positive LFT result must book a further [PCR test](#), start self-isolating immediately and inform their line manager.

You are not required to undertake LFT testing if you have had coronavirus in the past 90 days. After the 90 day period you can resume LFT testing.



# Isolate and get tested

If you have **symptoms** of COVID-19 however mild, you must self-isolate for at least 10 days from when your symptoms started and arrange to have a PCR test to see if you have COVID-19.

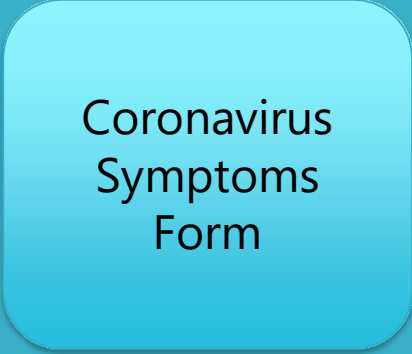
If you have returned a positive Lateral Flow Test result (LFT), or PCR test you must also self-isolate for at least 10 days and inform the University.

If you live at Waterside or St Johns Halls of Residence or anywhere else in the town centre, you should opt to get your test at an NHS walk-through site. (There is currently a walk-through PCR testing site located in Car Park 2 Waterside Campus).

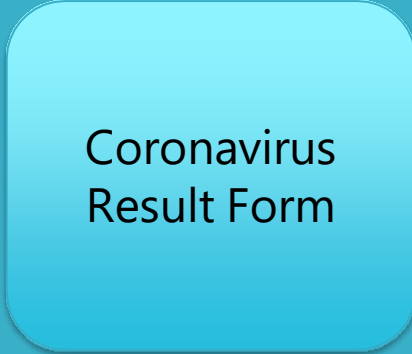
If you live at Scholars Green or you rely on public transport for movement throughout the town you should opt to get a **home test** delivered to you.

# Notifying us that you have COVID-19 symptoms

If a student is experiencing coronavirus (COVID-19) symptoms or have recently tested positive for COVID-19 it is vitally important that they notify us as soon as possible. They can contact us easily through these online report forms.

A blue rounded rectangular button with a subtle gradient and a thin white border. The text is centered in a black sans-serif font.

Coronavirus  
Symptoms  
Form

A blue rounded rectangular button with a subtle gradient and a thin white border. The text is centered in a black sans-serif font.

Coronavirus  
Result Form

If a student in halls has been contacted by trace and track, it is important that they report this to the University via the **online form** on the Student Hub.

Detailed guidance on the steps that should be taken following each report and the support available, is available on the **Student Hub**.

# Face Coverings

The University acknowledges that face coverings are not PPE but they have been found to assist with limiting the spread of Coronavirus, particularly in enclosed spaces with limited ventilation. **We therefore require face coverings to be used in all communal and teaching spaces throughout the University estate.**

The following environments are exempt from this requirement:

- Student accommodation (except for staff, who will be required to wear a face covering at all times)
- Sports facilities that are being used for exercise, e.g. The Sports Dome. However, if the facility is being used for teaching or exam purposes face coverings must be worn.
- Catering and restaurant facilities
- Larger and well-ventilated offices (where there is an omission of a mandatory face covering sign on the entrance door)
- External environments

# Face Coverings continued

Students are encouraged to bring their own face covering. Alternatively, disposable face coverings can be purchased from the campus shop or catering outlets.

**Guidance** on the appropriate use of face coverings can be found on the Intranet.

## **Exception to face covering use.**

Students that are considered to be exempt from wearing face coverings for medical or other reason can request a green sunflower lanyard from the Student Services ASSIST Team or the Student Union Disabled Support Officer.

Exception lanyards can be collected at the Senate Reception or from SU Disabled Support Officer Directly

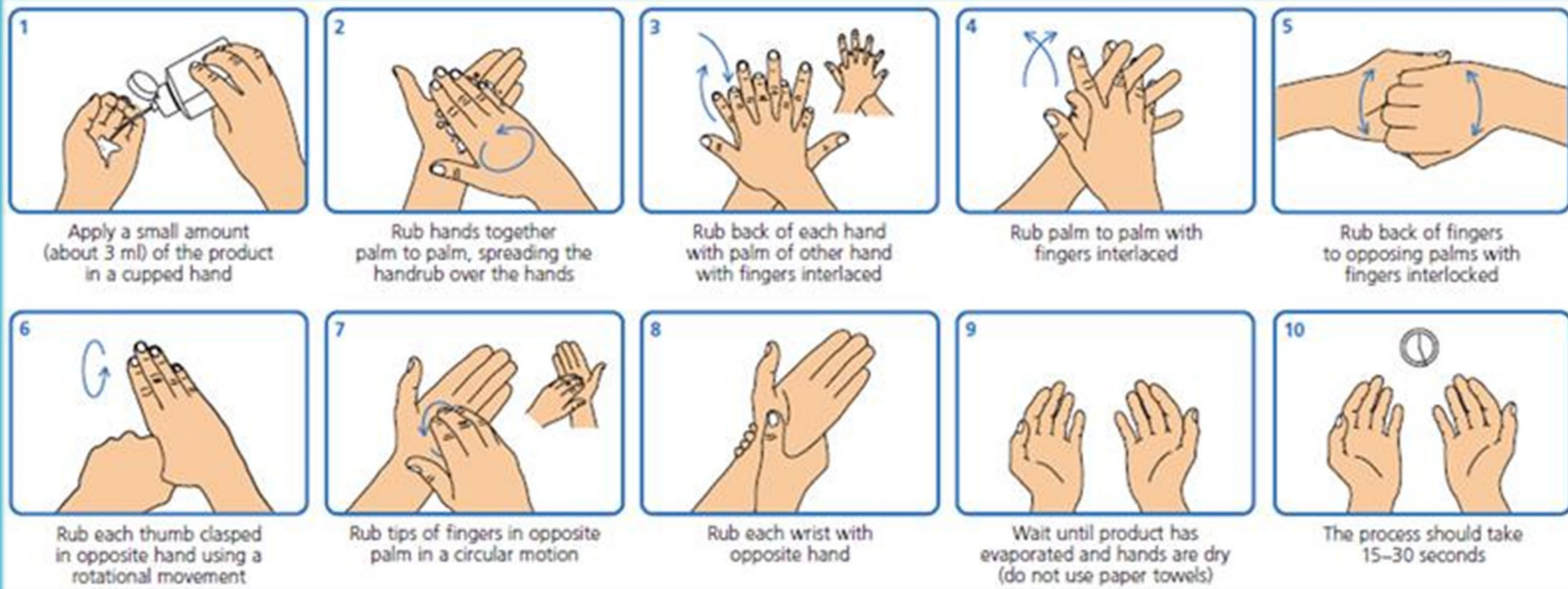
# Hygiene

Good hand hygiene is still the most effective form of protection in the Covid-19 pandemic.

- Hand hygiene promotion will be displayed on noticeboards and digital signage throughout the estate.
- Sanitisation stations will be present at the entrance to buildings and throughout each building.
- Hand gel will be available at the entrance to offices and teaching rooms, and throughout the shared working environment.
- Enhanced cleaning regime will be implemented with particular attention given to high touch surfaces such as handles, door plates and handrails.



# Hand Sanitisers alcohol hand rub techniques. (NHS Guidance).



# Toilets

Some urinals and wash basins have been removed from use in multi occupancy facilities where they are in close proximity (under 2 metres from others).

Staff and students are encouraged to use all gender, single occupancy welfare facilities whenever possible.

Additional cleaning protocols are in operation including specialist chemicals being used on frequent touch points.

# Access to and egress from the buildings

Where safe to do so, the University will use one door for access and another for egress to help control the flow of persons in and out of building. Fire doors will all remain operational as per normal (pre Covid-19) circumstances and therefore only used in emergencies.

At all entrance points to buildings, signs are in place to remind individuals of the social distancing and localised instructions that are in place at the time.

It may be necessary to regulate entry so that the premises do not become overcrowded. Floor markers will be placed at the entrance to buildings to ensure a safe queuing distance is maintained if controlled entry is required.

Speed barriers have been programmed for single direction use where possible and directional signage is in place.



# Example Access/Egress Signage.



Exterior building signage.



Interior building signage.

# Fire Evacuation Arrangements.

In the event of an emergency evacuation, you must:

- Use the nearest escape route in the normal manner, ignoring any temporary one way routes. (Please note, you will be able to leave the building via any door as normal whilst the alarms are sounding).
- Exit the building safely observing social distancing where safe to do so.
- Disperse once outside of the building, and observe social distancing until the alarms are silenced **but do not attempt to re-enter the building until told it is safe to do so.**
- Re-enter the building observing social distancing and sanitising hands beforehand. This may take longer than normal so please be patient.



# Corridors

Where possible the corridors have dual directions and instructions advise to keep left.

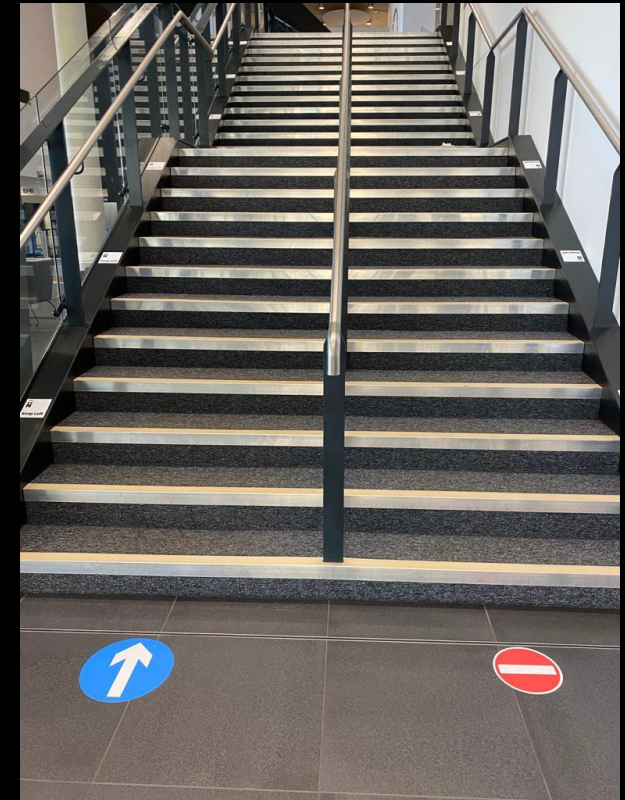
Where dual directions is not possible a 'one way system of travel' has been implemented.

Signage has been placed at regular intervals to remind individuals to maintain a safe distance of two metres.

Where queues are likely to form, two metre safe distancing markings are in place.



# Example Movement Signage.



One-way signage

# Staircases

On wide staircases where a 2m distance between persons is possible, markings are in place, and a two-way system implemented e.g. always keep left.

Where it is not possible to maintain a safe passing distance of 2m, staircases have become 'one way' routes.

Appropriate signage is in place to inform of the temporary processes.



# Example Staircase Signage.



# Passenger Lifts

The use of passenger lifts has been restricted to use by persons with disabilities, health conditions, or for the transport of large/heavy/hazardous materials, only.

Where a passenger lift must be used occupancy will be restricted to one person per car. The only exception to this is where someone requires care or assistance.



# Communal space furniture

The furniture in communal spaces has been reduced and repositioned with clear instructional signs installed nearby.

Please **do not** move furniture from where it has been positioned and adhere to the social distancing signs.



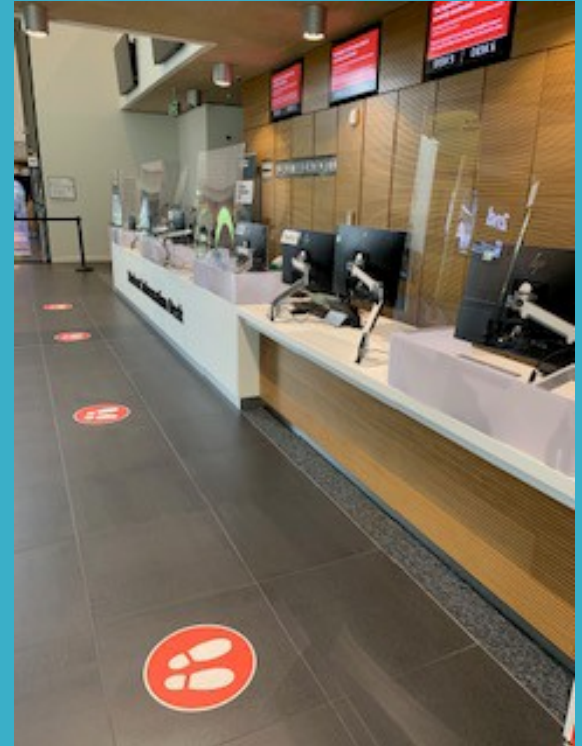


# Service desks

Many departments and teams across campus offer student facing services. Within these areas, appropriate queuing arrangements have been clearly laid out for students, staff and visitors.

Appropriate signage, information and floor markers have been placed at service desks and other areas to encourage social distancing.

Sneeze screens have been installed on service desks and these are of a suitable height and width to offer adequate protection to the member of staff and student.



Staff have also been issued with face visors for additional protection and need to be worn with a suitable face covering.

A ticket system has been implemented for the Student Information Desk to reduce the risk of overcrowding in the immediate vicinity.

# Library service

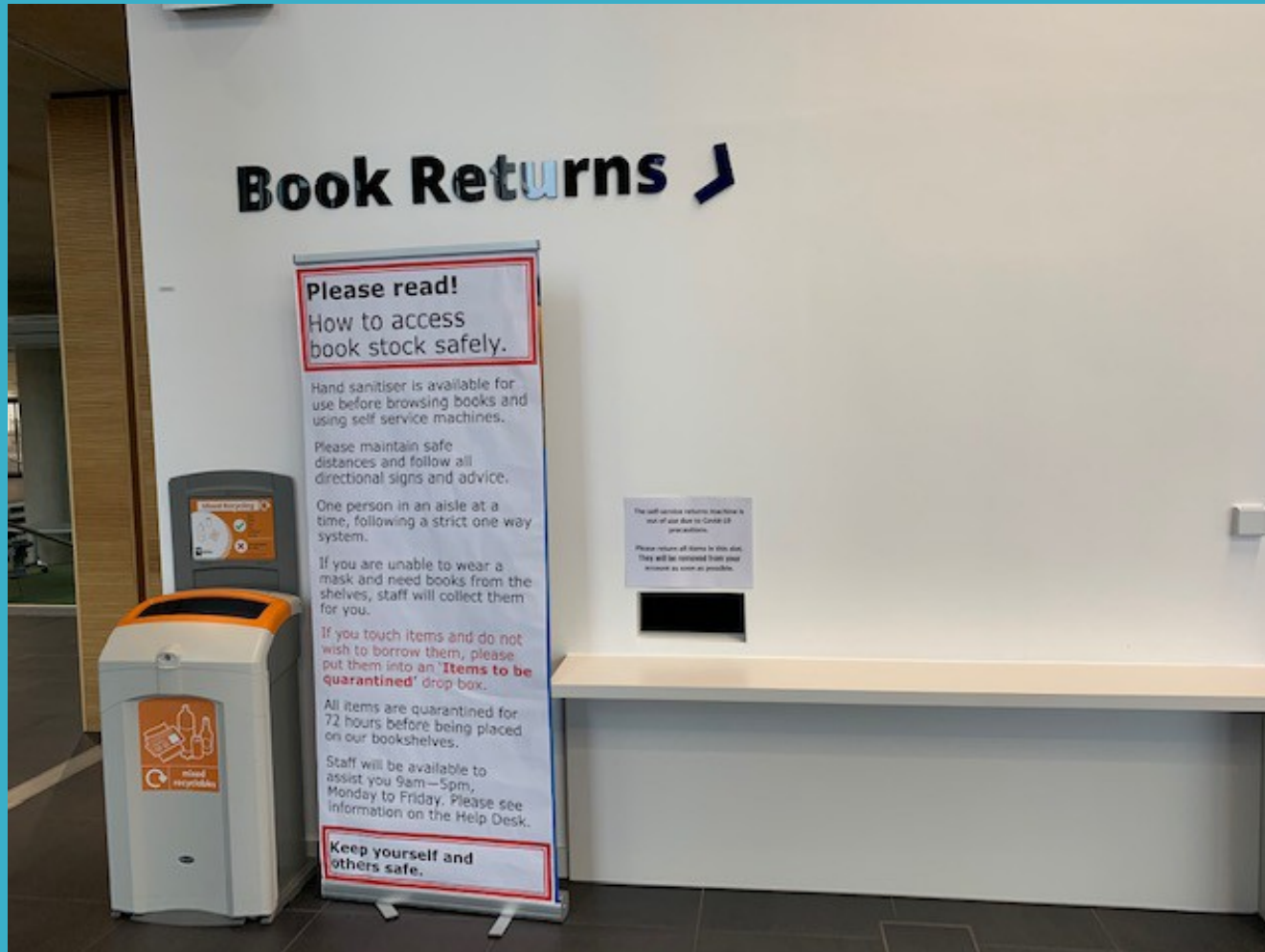
Students will continue to be able to access Library books (local restrictions permitting), however only one student may enter a book isle at any one time and individuals must follow the one way system.

Students are asked to only handle books if they need to. If you do remove a book and do not intend to borrow it, then it must be placed in a 'quarantine box'. Handled and returned books will be quarantined for 72 hours.

Books must be returned to the 'book return drop off' located on the ground floor on the Learning Hub. (The self service drop off is currently unavailable).

Library staff will be available to assist from 9am to 5pm, alternatively please visit the [\*\*Library and Learning Services Website\*\*](#).

# Library book drop off



# Catering Outlets

The Market Restaurant will reopen from Monday 5th January - Mondays to Fridays 8am to 3:30pm with reduced offerings.

The Market has been reconfigured to accommodate social distancing and screens fitted at till points and countertops.

Cash will no longer be accepted at any outlet and contactless payment is preferred. An app will also be available for pre-orders in the Market Restaurant and these can be collected through a dedicated queuing system.

[Click Here](#)

Catering @ UON

# Classroom spaces

We have assessed each and every teaching room and shared working space across the estate to determine safe occupancy levels.

Classroom furniture is arranged or isolated from use to allow for adequate social distancing during classes.

Maximum numbers of students in any one session is determined by the available furniture and must not be exceeded.

Signage is in position to remind individuals of maintaining safe distancing of 2m.

Cleaning stations have been provided by the University in each classroom to allow for furniture to be wiped down regularly by users of the spaces.

# Typical class room arrangement



# Workshops, Laboratories & Specialist Spaces

The maximum capacity of workshops and laboratories has been determined by the size and use of the space.

Students using these spaces will be given a local induction on any procedures they will need to follow for their safety.

Students may find one-way systems within these spaces, or isolated equipment/provisions.

Lockers and other shared equipment will have been assessed, and measures will be in place to reduce the risks from COVID-19.

Social distancing measures must still be observed.

# Workshops, laboratories & other specialist teaching spaces.

Lab coats may be issued to students on a permanent bases for some of the Science courses where it is not practical to rotate coats between teaching sessions, at no cost to the student.

Individual PPE such as dust and vapour masks will be allocated to a student if they cannot be sanitised by cleaning wipes at no cost to the student.

Procedures are in place to wipe down touch points on equipment after use, using disinfectant wipes. You may be asked to assist with this process.



# Travel to and from the Campus

Please consider all forms of travel **before** using public transport. It is advisable to cycle, walk or drive if you are able to do so.

There are plenty of cycle racks and storage on campus to make cycling to campus easier for all and the Sports Pavilion hosts showers and changing rooms for use by all – check out our [Waterside Travel Map](#) for locations of racks, showers and nearby cycle routes.

A bicycle hire scheme will also be introduced for the start of the academic year.

[Click Here](#)

Cycling & Walking at the University  
of Northampton



# Car Sharing & Public Transport

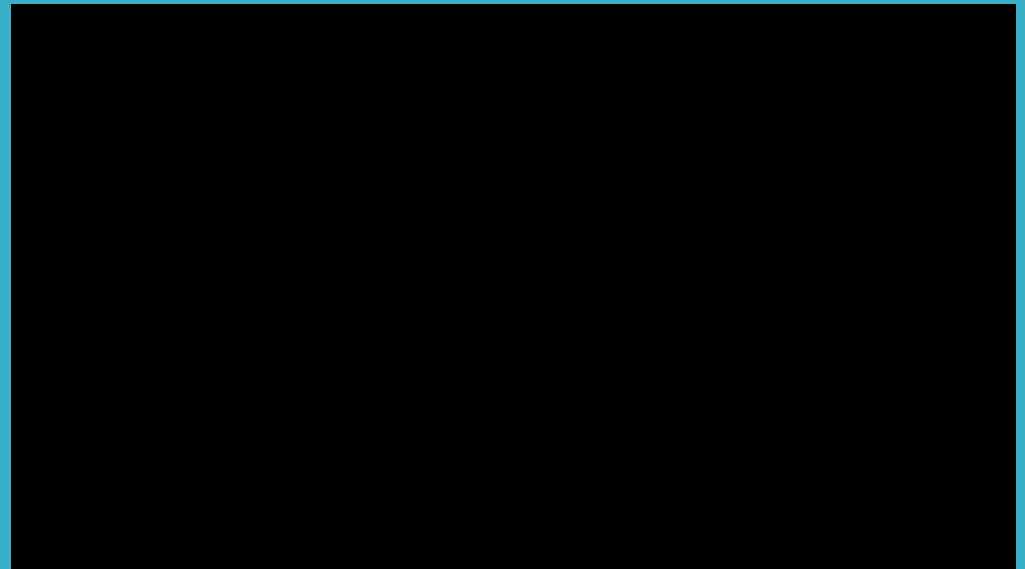
If you must car share or use public transport, please make sure you wear a face covering and open windows to reduce the risk to yourself and others.

It is now **mandatory** to wear face coverings on public transport and we support our transport provider, UNO Northampton, in the application of this requirement. It is advisable to avoid travelling at peak times to avoid large crowds.

UNO buses have introduced a number of additional measures such as introducing contactless payment and requiring exact change where cash must be used.

[Click Here](#)

**UNO Northampton**



# Student Accommodation

The University has implemented many changes to procedures to keep you as safe as possible in the Halls of residence including enhanced and focused cleaning and sanitisation regimes.

You will have received information on the requirements in your Residential Life induction and in the revised Code of Conduct that you should be familiar with.

You will also find many information posters and leaflets placed in halls which you should read carefully and adhere to. These have been provided for your safety.



# Living Arrangements

Once you move into your flat you and your flatmates will be considered to be in a 'household' and therefore it is important to note that should household isolation requirements be necessary they will apply to the entire flat.

There will be some flatmates who may have pre-existing health conditions, and they may need to interact less than others, please be respectful of this.

Interaction inside, with other people in accommodation that do not live in your flat should be avoided as much as possible and guests are currently restricted in student accommodation. [Reducing the risks of transmission](#)

You are free to meet outside in line with the current government guidelines which you can review here <https://www.gov.uk/coronavirus>

# Code of Conduct and Social Gatherings

Our **Code of Conduct** sets out the behaviour we expect from our students. There are various clauses that are relevant to the situation we now face with Covid-19, including sections 1,2; 2.3k; 2.3m; 2.8. Please ensure that you have made yourselves aware of the Code of Conduct and that you follow all requirements related to Covid-19.

## **Social gatherings.**

Students must **not** invite or host guests or gatherings in their accommodation. This restriction applies regardless of which Tiered restrictions are in place for Northamptonshire.

If a student is found to breach the Code of Conduct, disciplinary action can follow. Our approach to disciplinary action is set out in the **Student Disciplinary Policy**. We have written an addendum to that policy that sets out how we expect to manage Covid-19 breaches.



# Face Coverings in Student Accommodation

We understand that your accommodation will be your home for the duration of the academic year, however, it is important that you consider how you interact with others in the accommodation in order to keep everyone safe.

Face coverings will need to be worn by all persons during the moving in process including parents' students and staff.

Face coverings will not be required in halls once the moving in process is complete, but you can of course wear them in communal spaces if you wish to.



# Cleaning in Student Accommodation

The University will clean the halls and stairwells in the halls of Residence more regularly than previously in order to keep these areas as clean as possible to minimise any risk to students. This will go up to the front door of your flat, but not inside.

Students are responsible for cleaning their flat and we suggest that you discuss how cleaning of kitchens and corridors should happen with your flatmates and then record this in your Community Living Agreement.

Please take all reasonable care to keep you and your fellow students safe.

# Frequently Asked Questions & Information

Our '[\*\*Situations Update\*\*](#)' page on the Student Hub contains a series of Frequently Asked Questions alongside detailed advice and guidance on many of the issues covered in this guidance document.

If you have a query that cannot be answered by the information on this page, please contact the [\*\*Student Information Desk\*\*](#) on 01604 892833 or at [SID@northampton.ac.uk](mailto:SID@northampton.ac.uk)



Thank you for helping us to keep  
you and our staff safe.