

# UCOL Return to Campus Plan COVID-19: Alert Level 2

Unite  
against  
COVID-19

*This plan documents how UCOL will keep staff, students, contractors and suppliers on our campuses safe as they return to campus during COVID-19 pandemic. It will be available to everyone who comes to our campuses.*

The COVID-19 pandemic is an evolving situation – this plan will be reviewed regularly, and changes made as required.

UCOL follows all government advice relating to COVID-19, in particular that of the Ministry of Health and Ministry of Education.

At Alert Level 2 tertiary education facilities can open. UCOL will prioritise who amongst students and staff return to campus to manage numbers of people in any one place to meet physical distancing requirements and the capacity of its facilities. Facilities are reconfigured to meet these requirements.

There are six main aspects to adhere to when returning to campus.

1. Signing in and out to fulfil Government contact tracing requirements;
2. Keep your own personal record of who you have been with and where you have been;
3. Good personal hygiene practices to stay healthy;
4. Increased cleaning of facilities; and
5. Keep 1m distance from people in your class and your friends, and 2m distance from people you don't know.
6. Everyone must stay home if they are sick, or go home if becoming unwell when on campus, and ring the Healthline for advice.

UCOL has been planning and preparing learning spaces for the change in Alert Levels and what this will mean for teaching and learning. **In line with the Government's advice, we are planning for students to continue learning from home and come to campus for practical activities, tutorials and assessments.** We are planning for staff to continue to work from home wherever that is reasonable, practical, and safe to do so. Further details will be provided to staff.

WorkSafe NZ will be conducting on-campus inspections at any time during Alert Level 2.

## Staff

- Staff coming to campus must have the approval of their line manager.
- Managers are responsible for ensuring staff numbers are managed to meet distancing requirements and health and safety.
- Staff who have concerns about returning to campus due to health issues should seek advice of their GP and speak with their manager.
- Refer to UCOL Alert Level 2 Guide for Staff.

### **Students**

- Do not come onto campus until you have been notified by your UCOL lecturer.
- Refer to UCOL Alert Level 2 Guide for Students.

### **Use of PPE**

- The majority of staff and students will not be required to wear PPE, though they can as a personal choice if it makes them feel more comfortable on campus.
- The exception are programmes that are 'close contact' e.g., hairdressing, beauty, etc. These programmes will operate in accordance with the public health control measures that apply to that occupation and work is progressing to firm these requirements up as soon as industry peak bodies have provided those for us.
- Please refer to the specific guidelines for your programme, and staff are to work with the Incident Management Team to source the PPE that is required. Securing PPE, training to wear and dispose of it, and guidance for how to work with clients appropriately must occur before any close contact classwork.

In preparation for the return to campus, UCOL has:

- Deep cleaned the campuses.
- Provided sanitiser around campuses.
- Reconfigured learning spaces to meet distancing requirements.
- Increased campus cleaning focusing on high touch points.

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Signed: Stewart Davies  
Incident Management Controller

Sylvie Hickton  
Incident Management Controller

