



On Campus Guide for Students

Keeping safe on campus

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1. INTRODUCTION



Welcome to Edinburgh College. For session 2021/22, the health, safety and wellbeing of our students and staff will remain our top priority. In order to keep everyone safe, we are taking a phased approach to safely introducing more activity to our campuses. As we begin to welcome more classes onto our campuses, it is important that everyone is aware of the measures in place to help keep everyone safe. Please read this On Campus Guide for Students before attending a campus.

In this guide, you will find information on the measures in place across our campuses and important details on COVID-19 symptoms and current guidance on testing and isolating; face coverings; moving around our campuses; hygiene and cleaning; ventilation; behaviours expected and more.

As part of our Edinburgh College community, it is everyone's responsibility to keep themselves and others safe by following the guidance in place across our campuses at all times. Thank you for helping us to keep our campuses safe.

The information in this guide is subject to change and may be updated in line with changing guidance.

2. COVID-19 SYMPTOMS

It is important to be aware of the symptoms of COVID-19 and the advice and guidance in place for what to do if you experience symptoms.

The most common symptoms of COVID-19 are:

- A new or continuous cough
- Fever/high temperature (37.8C or greater)
- Loss of, or change in, sense of smell or taste (anosmia)

**YOU MUST NOT
ATTEND OUR
CAMPUSES IF YOU ARE
EXPERIENCING
SYMPTOMS OF COVID-
19 OR HAVE TESTED
POSITIVE OR ARE
ISOLATING.**

If you develop symptoms of COVID-19 you must follow NHS and government advice. Please read the [latest government guidance](#) for information on self-isolation, testing and close contacts.

3. COVID-19 REPORTING

If you develop symptoms of COVID-19 or test positive for COVID-19 and have attended an Edinburgh College campus, please inform your lecturer as soon as possible.

If you test positive for COVID-19 and cannot attend an on-campus class, please contact your lecturer.

We have a robust procedure in place to ensure that any cases of COVID-19 which are confirmed on our campuses are dealt with effectively and we will support all students and staff throughout the process. We will also support you to continue your learning if you are unable to attend an on-campus class due to testing positive for COVID-19.

4. VACCINATIONS

We encourage you to get vaccinated if you are eligible for the COVID-19 vaccination. If you are over 16, you can attend a vaccination drop-in clinic so you are ready for student life. Find out more about [about getting vaccinated](#). This will help to reduce the risk and keep Scotland on track.



5. LATERAL FLOW TESTS

The College is providing free, rapid and easy-to-use COVID-19 tests (Lateral Flow Tests) for students to test themselves at home before coming on to a campus.

These tests are available for students that are required to come onto campus. You can collect Lateral Flow Tests from campus receptions and are encouraged to test two times per week at home prior to coming on to campus. More information on Lateral Flow Tests can be found on the [College website](#).

**COLLECT FREE
LATERAL FLOW TEST KITS
FROM CAMPUS RECEPTION**

NHS Lothian
Edinburgh College

6. KEEPING SAFE ON CAMPUSES

The College has a number of health and safety measures in place which must be followed by all people attending our campuses.

To keep our Edinburgh College community as safe as possible, it is important that everybody is aware of the guidance in place.

You must:

- **Wear a face covering in public spaces**
- **Respect personal space**
- **Wash your hands regularly**
- **Be respectful and say if it's not okay**
- **Follow the guidance in place**

Wear a face covering - Please wear a face covering in public spaces when you are moving around campuses. Face coverings do not need to be worn in classrooms when sitting down.

Respect personal space - We have removed the 1-metre social distancing guidance across our campuses. Please remain considerate of others and always respect their personal space.

Wash your hands regularly - Please wash your hands regularly when on campus.

Be respectful and say if it's not okay - Please respect other students and staff when you are on campus. Everybody will be experiencing different feelings about the current situation and it's important that you speak up if you need to.

Follow the guidance in place - Please follow the guidance we have in place at all times when you are on campus.



7. ENTERING AND EXITING CAMPUSES

All entrances and exits are now open for use across campuses.

8. FACE COVERINGS AND EXEMPTIONS

Please wear face coverings in public spaces when you are moving around campuses. Face coverings do not need to be worn in classrooms when sitting down (unless you are exempt). The College is signed up to the Sunflower Lanyard Scheme to recognise students with hidden disabilities, who might be exempt from wearing face coverings. You can get a lanyard for free by filling in a [quick collection form](#) and will be able to pick it up during normal college hours from your specified campus the next day.

There may be occasions when you will be required to wear a face covering without exemption, your lecturers will make you aware of the safety measures in place for these activities.

9. SPECIALIST COVID-19 ARRANGEMENTS

Your course may require you to follow specific COVID-19 regulations and guidance, in addition to the general guidance included in this guide. Your lecturers will let you know of any differing guidance and will support you in following it while in classes.

10. CLEANING AND HYGEINE

Please wash your hands regularly throughout the day. Additional cleaning measure are in place across our campuses to ensure ongoing cleaning of regularly used touchpoints.

11. LIFTS AND STAIRS

We have removed the limit relating to the maximum number of people permitted in our lifts due to COVID-19. Please continue to be considerate and respect others personal space.

12. CATERING

A limited 'Grab and Go' café service is available at all campuses for staff and students to purchase refreshments including soup, sandwiches and hot drinks.

13. SHOWERS AND CHANGING FACILITIES

Showers and changing are open for students to use and will be cleaned more regularly as part of increased cleaning processes in place across campuses.

14. TOILETS

We have removed the limit relating to the maximum number of people permitted in our toilets due to COVID-19. Please continue to be considerate and respect others personal space.

15. VENTILATION

Procedures are in place to ensure adequate ventilation of indoor spaces across our campuses and this will be regularly monitored. This means we are ensuring that as much fresh air as possible is running through the building. Where possible, windows should be opened and remain open whenever a room is in use.

16. FIRE EVACUATION

If the fire alarm activates, please follow the existing fire evacuation process and make your way to the nearest assembly area via the quickest possible route.

17. PARKING

The College has currently suspended the need to display a parking permit when parked in campus car parks.

If you have any questions on the health and safety measures in place across our campuses, please speak to your lecturer or a member of our support teams.



On Campus Guide for Students

Keeping safe on campus

For more information please visit:

edinburghcollege.ac.uk

or call +44 (0) 131 669 4400

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