

## Higher Education Student Briefing – COVID guidance

We look forward to welcoming you all in September and understand that you may be anxious about your own safety and the delivery of your qualification. We would like to reassure you that we will still deliver a high-quality learning experience whilst maintaining your personal safety. The College has implemented appropriate social distancing and hygiene measures, throughout the campus and these are constantly reviewed and updated to meet current guidance.

The majority of our Higher Education courses have small cohorts that will make it easy to socially distance, however, as we don't know what the covid-19 situation will be during the year we have planned for the following scenarios.

| No Social distancing   | 1m Social distancing   | 2m Social distancing   | Full Lockdown  |
|--|--|--|--|
| Students are taught in college.  | The majority of sessions are delivered in college. Larger groups such as the Aviation suite may have a blend of College based and online sessions. | A blend of smaller group sessions delivered in college and online delivery. Timetables will be based on the normal timetable but sessions may be online. | Online delivery with 1:1 live tutorials and dissertation support. Practical sessions may be adjusted to complete at home or delayed. |
| Exams and practicals will be assessed in college. Presentations may be in college or recorded. | Exams and practicals will be assessed in college. Presentations may be in college or recorded online.  | Exams and practical assessments will be assessed in college in small groups. Presentations may be in college or recorded online.                         | Exams and assessed presentations will be online. Practical assessments will be adjusted or delayed.                                  |
| College support services offered in person and online with 1:1 remote sessions available.      | College support services offered in person and online with 1:1 remote sessions available.  | College support services offered in person and online with 1:1 remote sessions available.  | College support services offered online with 1:1 remote sessions available.  |

FD and BA Young Children's Learning and Development require 300 hours work experience and many of the assessments are based in practice settings. In the case of nurseries being locked down alternative research based assessments will be set and work experience time frames will be extended.

HNC Animal Management including Equine, FD Prosthetic Make-up Effects and BA Make-up artistry, the order of delivery may be adjusted so that theory is delivered during lockdown periods. At other times small group practical will be delivered following social distancing and hygiene standards. In full lockdown assessments and practicals will be adjusted to be completed at home or delayed.

FD Garden Design, practical sessions and garden visits are outdoors and so can continue following social distancing and hygiene standards. In full lockdown assessments will be adjusted to use online resources.

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## Safety Advice

In order to keep yourself, staff and fellow students safe we ask that you follow the advice below.

### BE SAFE

- You must not attend if you or a member of your household have a new, continuous cough or high temperature, or a loss of your normal sense of taste or smell (anosmia). If this is the case, you should seek a Covid-19 test
- Do not congregate in College at the start or end of the day
- The use of face coverings is voluntary
- Please respect any instructions given in order to keep our community safe
- Any person who is displaying Covid-19 symptoms must not come into College and should follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance
- Persons whose family members are displaying symptoms of Coronavirus must follow Government guidance regarding self-isolating.

### LIMIT IT

- Please arrive and leave College at the designated times
- Upon arrival, please proceed immediately to your designated classroom
- When entering a classroom, please select the desk that is furthest from the door, and fill the room from the back to the front
- Once in the classroom, sit in the same place at all times. Do not move tables or chairs. This is to prevent cross infection
- All non-essential movement around the College must be avoided
- At break and lunchtimes always maintain a safe distance from others
- Avoid using the lift

### DISTANCE IT

- Avoid physical contact at all times
- Maintain a safe distance from others between and during lessons
- Do not share belongings (stationery, food etc) with others
- Keep left on the corridors and stairs
- One person in a lift if you have to use it

### IF YOU USE IT, WIPE IT

- Doors to toilet facilities will be propped open. Please wash your hands BEFORE using the cubicle, and again afterwards. Please use the available cubicles, and respect social distancing when using basins
- Wipe down door handles, toilet seats and flush handles after use with an anti-viral wipe
- In IT rooms, wipe your keyboard and mouse at the start and end of each lesson

### 'CATCH IT, BIN IT, KILL IT'

- Use the sanitiser provided to disinfect your hands on entering and leaving College buildings and at each break within the day
- Wash hands with soap regularly during the day
- Use a tissue or elbow to cough or sneeze and use allocated bins for tissue waste

### GRAB & GO

- All food available is 'grab & go' in the café. There will be a limited selection available and students are advised to bring their own
- Please observe social distancing guidelines when queueing
- Your classroom will be left open so that you can eat with your group. Please maintain social distancing and respect the environment. Additional outside seating will be available as well
- During lunchtime, you can socialise outside but must retain social distancing
- Please dispose of any waste within the designated rubbish bins

### STOP THE SPREAD

- If you become unwell with a new, continuous cough or high temperature, or have a loss of your normal sense of taste or smell (anosmia), you will be sent home and advised to follow the Government Guidance on self-isolating, and seek a Covid-19 test

- You should inform the College immediately by telephoning 01756 693 800
- If you receive a positive Covid-19 result, after going home to isolate, you must inform the College immediately. The College will then inform the Yorkshire and Humber Health Protection Team who will then provide further advice
- In line with the government's test and trace programme, the rest of your class (including members of staff) will be sent home and advised to self-isolate for 14 days

We would like to thank you again for your continued commitment to the College.

If you have any questions and queries, please do not hesitate to contact us on the main College number 01756 791 411 or via email at [enquiries@craven-college.ac.uk](mailto:enquiries@craven-college.ac.uk)