Guidance for students/Delegates attending courses and Exams at Solent University

Solent University is committed to providing a safe place to work and study. Please read this additional guidance before travelling for your course. It is very important that if you, or any of your household members who have symptoms which may be due to coronavirus (COVID-19) stay at home for 10 days from when your symptoms started. This also applies if you are living alone. Please follow the Government guidance on self-isolation.

Please read the course specific joining instructions which have been sent with this interim additional joining information for details of start times and course timetable. Timings may vary and you will be contacted additionally if this is the case. Course occupancy has been reduced to accommodate appropriate social distancing; this may mean that the course will finish earlier than specified in the joining instructions. However, it is important that all learning outcomes are met and some activities will take longer so we would anticipate some variability in this.

The health and wellbeing of our students and staff is paramount to us. Consequently, we are advising you of the controls we have put in place on campus in order to mitigate, as far as possible, the risks associated with the transmission of COVID-19. These measures adhere to current government guidelines and as a result are adjusted as the situation requires.

COVID Testing

To meet the government’s current requirements the University requires for all staff, students and Delegates to undertake a COVID test before they attend courses at any of our campuses. Our preference is that this is undertaken via the freely available government home testing kits which can be obtained as follows: https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests.

You may also be able to pick up a test more local to you Find where to get rapid lateral flow tests - NHS (test-and-trace.nhs.uk)

This will allow your test result to be logged on the government’s website for track and trace purposes and we can use the email/text you receive to verify your eligibility to enrol on the course. You will require a negative test.

Delegates, will be required to show proof of a negative test result within the previous 72 hours at the point of course enrolment and this will be recorded in line with the sighting of any other course pre-requisites. Delegates who are unable to show proof of a negative COVID test within the preceding 72 hours at the point of enrolment will not be able to participate in the course.

To undertake a self-test is very straight-forward - please see the following youtube clip from the NHS https://youtu.be/S9XR8RZxKNo

In line with Government Test and Trace requirements you are strongly encouraged to undertake a further test, especially if your course is 4 days or more, either on Wednesday or Thursday of the week of your course.

Details regarding courses which have exams or if you are attending for exams only, you will receive details regarding testing requirements separately from the exams team and will require a negative test to be able sit your exam.
A Travelling to the University

UK Border Rules and Exemptions
You must ensure that you comply with border rules in place at the time of travel. The latest information is available here: https://www.gov.uk/uk-border-control

However, there are some exemptions for the maritime sector which may be applicable. Students/delegates should check this, prior to attending.

B Travelling within the UK to Solent University campuses

Using public transport

Government guidance advocates walking and cycling where possible and encourages you to consider all other forms of transport before using public transport. If you need to use public transport, please be advised of the following guidelines:

- You should wear a face mask or face covering in public places where social distancing is not possible. Make sure you are fully aware of government guidelines as to when a face covering is mandatory
- Place greater emphasis on the avoidance of using touch points. If this is unavoidable ensure you practice good hygiene by using a hand sanitiser
- Wash your hands for 20 seconds on arrival on campus
- Buy travel tickets online or use contactless payment

Parking facilities

Warsash Campus: parking will be available if you wish to travel by car. Please drive into the main entrance and park in the new car park on the lower site. However if eligible transport can be arranged between halls of residence and the campus, details will be provided separately.

East Park Terrace Campus: Some parking is available on campus - this is managed via RingGo and is no: 24703. Details of local parking venues are provided in the course joining information.

St Mary’s campus (Austen building): no parking will be available however details of local parking venues are provided in the course joining information.

Timsbury: no parking is available at this site, please refer to course joining information for details of travel.

C Arrival onto campus

Warsash Campus: On arrival and in receipt of a negative COVID test please go directly to the building and room number on your joining instructions to register for your course. Please sterilise your hands using hand sanitizers on arrival in the course delivery building. Please use your own pen for registration.

East Park Terrace: On arrival and in receipt of a negative COVID test please make your way to the room as advised by the course team or joining information (at this time there may be changes to ensure the room being used is as appropriate as possible). Please wash your hands or use hand sanitisers when you arrive. Please see your joining instructions for advice on registration for your courses. Please use your own pen for registration.
**St Mary’s campus (Austen building):** access will be via the main reception and all students need to register at the reception. A negative COVID test will need to be shown before access will be given to the building. Please wash your hands or use hand sanitizers on arrival. Please use your own pen if asked to sign in. There will be clear signage showing one-way routes and 2-metre social distancing rules. Staff will be able to advise of requirements on specific courses/exams.

**Timsbury:** please wash your hands or use hand sanitisers when you arrive on campus. A negative COVID test result is required. Please see your joining instructions for advice on registration for your courses. Please use your own pen for registration.

**Moving around campus**

We would expect all students/Delegates to follow all guidelines as specified above and as directed when on the course. Any student/Delegate who is found to disregard this information will be asked to leave the course for their own safety and that of their fellow delegates. Please note that the University requests that face coverings are used at all times whilst moving around the University campuses and visiting its catering outlets on site. During your teaching sessions and examinations face-covering should be worn unless advised by the course team/exam invigilators.

**Signage and social distancing measures**

Please observe all directional and social distancing signage in place throughout the buildings including any one way systems. Where possible keep to the left at all times. Tape/rope barriers and social distancing mats are in place for your safety. Please follow all instructions.

**Stairs and lifts**

Please follow any designated ‘up’ and ‘down’ stair routes as marked. Please note that it may not be the usual route you take in and out of the building. Avoid using lifts unless absolutely necessary. If you have to use the lift, please follow lift signage with regards to social distancing. Lifts will be designated as one person at a time only.

General access and circulation route doors will be placed on ‘hold back’ where possible to reduce the number of touchpoints.

**Warsash campus**

Please be aware that we will be conducting a one-way system through Drummond building (entry via the main door and exit via the fire escapes). Please follow closely all staff directions regarding this.

**Facilities at our campuses**

**Catering:**

**East Park Terrace**

There will be limited catering facilities available at this time. The University shop will be available and there will be the opportunity via various apps to order takeaway food. You are reminded that you will need to wear a face mask on entering these establishments. A one-way system will be in operation within the main Dock eating area.
Those courses which include catering included within the course fee will be provided with hot food boxed meal options and this will be explained during enrolment.

St Mary’s Campus

Please note that there will be no catering facilities available at this campus and no access to the City College site at this time. Vending machines are not available.

You will need to bring suitable refreshments with you - drinks and non-perishable food items. Unfortunately, there will be no refrigeration available to store lunch items. Please bear this in mind especially in hot weather.

Warsash Campus

All delegates attending a course of 1 day or more, will be provided with a Sandwich bagged meal. If you have any dietary requirements, please ensure you advise at time of booking or on the first day and we will do our best to accommodate. Water will be provided, and the vending of hot drinks is currently being reviewed. Please ensure that you bring suitable additional refreshments with you.

Toilets:

East Park Terrace and St Mary’s Campus

Please respect social distancing when using facilities and maintain good hygiene at all times. Please wash your hands regularly throughout your time on campus.

Warsash Campus

We will be conducting a one-in one-out system for use of the toilet facilities. Please follow closely all staff directions regarding this.

PPE and Face coverings

Please ensure that you bring appropriate face coverings with you and be prepared to use them if advised to do so. The University strongly encourages the wearing of face coverings whilst moving around the campus. Please ensure that you take face coverings/gloves home with you at the end of the day.

Warsash Campus

COVID-19 Respiratory Protective Equipment (RPE) will be provided on site when required for specific circumstances where 2m social distancing is not possible due to the activity or practical concerned. Students/Delegates will not be permitted to wear their own COVID-19 RPE where this is supplied during the course.

Students/Delegates are expected to supply suitable clothing as specified in the joining instructions (such as boiler suits for fire courses and Proficiency in Survival Craft and Rescue Boat) and swimwear (including T-shirts) for Personal Survival Technique course.
G Emergency procedures

You will be advised of the emergency procedures at the start of your course. On hearing any fire alarm sound, please follow instructions given and vacate the building in a safe and orderly manner. Maintain social distancing only if it is safe to do so.

H If you feel unwell during the course

All students/Delegates will be asked daily to declare any symptoms related to possible Covid-19 infection to their lecturer without delay. Further information will then be provided to the student/Delegate. If you develop possible Covid-19 symptoms during the course when not on site, please contact the NHS via this website: https://www.nhs.uk/conditions/coronavirus-covid-19 or call 111 for further information and advise WMS as soon as possible by telephone: 023 8201 4206 or via email: wsmse.admin@solent.ac.uk