

05.06.2020

Generic Guidelines: Student Life and Residence & Catering Environment

As part of the interim measures and directives implemented by the University Management Committee on the 16th March 2020 (available on the NWU website) in reaction to COVID-19, the following additional guidelines serve to provide further guidance and clarity with specific reference to the Student Life and Residence & Catering environment. NWU is committed to ensure the safety of its students and staff and these measures are in response to the President's directives and the subsequent pronouncements by the Minister of Higher Education, Science and Technology. These measures demonstrate NWU's commitment towards ensuring that the academic year is completed successfully.

1. General Comments

The generic guidelines are provided as a guiding document with the aim of further developing and expanding on the content to allow for the creation of a functional process that takes into consideration the nuances of each campus. The Minister of Higher Education, Science and Innovation announced that under Alert Level 3, a maximum of 33% of the student population will be allowed to return to campuses and residences, on condition that they can be safely accommodated. These protocols and guidelines are established to contribute to this condition.

2. Residences

Students who have been informed that they may return to residences under the Alert Level 3 lock down rules and who return to the campus/residences, must accept this entire protocol and sign the acceptance page as indication of their acceptance of the conditions, and also those that will be developed as time passes and the situation changes.

Students who reside in residences, must at all times strictly adhere to the following protocols that will be in effect from Monday 15 June 2020. Given the extremely serious circumstances which these protocols attempt to address, the non-adherence to them will be viewed in a very serious light and will lead to disciplinary measures and a complete shutdown of the residence in question, with the remaining students being asked to vacate the residences.

Residence Student Protocols

- 2.1. Students remain subject to the NWU Student Disciplinary Policy. These protocols complement the residence rules and wherever a contradiction between the two sets of rules occur, these protocols will apply as priority. .
- 2.2. NO VISITORS may be received at any time. Such visitors include those students from other residences on campus who are not residing in that specific residence.
- 2.3. No meetings or gatherings of students are allowed. Visits to House Parents, Residence Officers or House Committee members must be limited and WhatsApp messages or emails should rather be used.
- 2.4. Residence students will not be allowed through the main gates between 21h00 and 07h00 to leave or enter the campus. In case of a medical emergency the House Parent and/or the Campus Health Care Centre must be contacted.
- 2.5. Residence students must complete a self-screening test daily – which includes a daily temperature reading - to ensure that their access cards remain active. Failing to do this will result in the access card being revoked. Students who exhibit any symptoms will be assisted in line with the Standard Operating Procedures that have been developed for infection control measures, and MUST report to the campus clinic for further assistance.
- 2.6. All residence students must attend a training session where their presence will be recorded as proof of attendance.
- 2.7. No contact classes will be offered on the campuses and students returning to residences will be required to observe the national regulations published on 29 May 2020 in relation to their residence being regarded as their homes for the purposes of adhering to the regulations.
- 2.8. Students will be allowed to visit the campus libraries, computer laboratories and other specialised laboratories during the day as arranged by the faculties in line with the applicable regulations and protocols.
- 2.9. Students will only have access to residences through the residence turnstiles (front doors and other access points will be locked) where this access control is available.
- 2.10. Depending on the number of students in the residence, designated kitchen and bathroom facilities will be indicated within each residence, with an increased cleaning and sanitation process implemented.
- 2.11. Only students who have been identified to return to residences will have access to their residence (through their access cards and turnstiles). Protection Services will de-activate the access cards of all residence students who have not been approved to return to campus/residences.

- 2.12. Residence students must keep a record of other persons and places (outside the residence – i.e., when traveling to town, university facilities, etc.) they come into contact with (This will enable a contact track and trace process in the event that such a student might become infected with the Coronavirus).
- 2.13. Students who have been permitted to return to residences must take care in continuing to observe the general rules of “social distancing”, personal hygiene, and “sneezing etiquette.”
 - 2.13.1. Students sharing double rooms are also requested to observe the above-mentioned practices, and minimize any possible personal contact.
 - 2.13.2. Students should observe the one metre space prescript between them at all times
 - 2.13.3. Cloth masks must be worn at all times when the students are outside of their rooms.
 - 2.13.4. Avoid any physical contact such as hugging or shaking of hands
 - 2.13.5. Wash your hands regularly and at least EVERY time you visit rest rooms and other places used by other students frequently.
- 2.14. Residence students may be requested to move to other rooms depending on the situation on the campus or in the particular residence. Initially all returning students will return to their originally allocated rooms.
- 2.15. A thorough check-in process will be enforced at all campus gates and entrances to the residences through the student cards which will be activated for eligible students only. Students who are not on the approved list, will not be able to access campus, nor their residence.
- 2.16. No gatherings of any nature in the residences or on campus are allowed. “Braais” in the braai areas are also prohibited
- 2.17. NO ALCOHOL WILL BE PERMITTED IN THE RESIDENCES OR ON CAMPUS
- 2.18. Washing of hands and the use of sanitisers provided throughout the residences should be done on a regular basis.
- 2.19. Students who experience flu-like symptoms should report to their House Parents and/or their House Committee members and then follow the procedure as described more fully under paragraph 4.

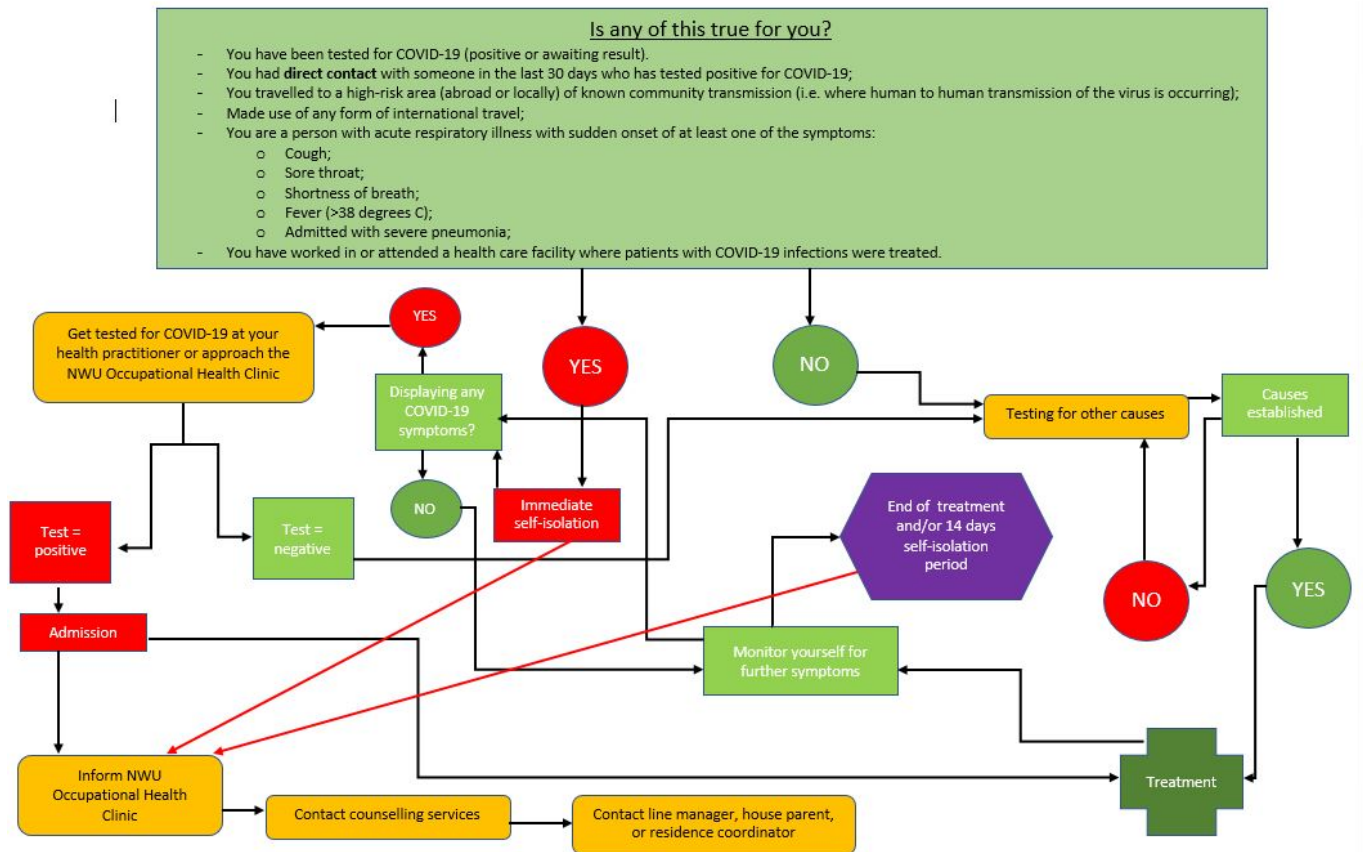
3. Dining Halls and Cafeterias

Access Control

- 3.1 Entrances to all dining halls and cafeterias will be equipped with hand sanitisers and staff will be required to ensure that students and staff members (customers) who enter the facilities sanitise their hands before entry.
- 3.2 No sitting down facilities will be available and food will only be provided on a take away basis. The delivery of food to residences and offices is still in the planning phase and will not be operational immediately but will evolve during the next two months.
- 3.3 Social distance is to be observed inside the dining halls and cafeterias at all time with at least one and a half meters between individuals. Signs will be placed in all the areas indicating the requirement to observe the social distancing.
- 3.4 Managers responsible for the dining hall and cafeteria floors will observe the available space when allowing customers into the venues and when it becomes clear that overcrowding is taking place, no further entrances will be allowed.
- 3.5 Customers who queue for food will need to observe the one and a half meter space requirement in front of the food counters – signs will be placed to alert customers and staff will be instructed to address the non-adherence to the protocol.
- 3.6 The operating dates and available facilities will be reviewed and adjusted based on the needs of students and staff who remain on the campuses.
- 3.7 The food deliveries for all prepared food orders will managed under strict protocols and this may include students collecting food at the entrance of the residence or building

4. In the event of possible infection

The following flow diagram illustrates the actions required when a student or staff member believe that they are infected.



5. Bus Services

Arrangements for the bus services on the Vanderbijlpark campus will be made depending on the number of students in the off-campus residences from 15 June 2020. When scheduling the limited bus service, the number of seats per trip will be limited to only 50% of the bus capacity with clear instructions that passengers should observe the one and a half meter space when taking up their seats. No standing room will be available.

6. Health Care Contacts Details

Mahikeng Campus
 Health Care Centre, Building B6
 Tel: (018) 389 2907
 Fax: (018) 389 2034

Potchefstroom Campus
 Health Care Centre, Building E16
 Tel: (018) 2994345/2994372
 Fax: (018) 2994291

Vanderbijlpark Campus
 Health Care Centre, Building 25
 Tel: (016) 910 3163
 E-mail: 23544260@nwu.ac.za

ACCEPTANCE PAGE

I, _____
Full Name and Surname

Student number

Residence

understand the above mentioned protocols and accept the responsibility it places on me to adhere to all the safety requirements. I understand that the protocols have been devised and are implemented in order to keep all the students, staff and other parties on the NWU premises safe.

Signature