

29.06.2021

Generic Guidelines: Student Life and Residence & Catering Environment

As part of the interim measures and directives implemented by the University Management Committee (UMC) on the 16th of 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 and in addition to all the regulations gazetted by the Minister of Cooperative Governance and Traditional Affairs, the latest published on 27 June 2021. These measures demonstrate NWU's commitment towards ensuring that the 2021 academic year continues effectively in a safe and conducive way.

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. These protocols and guidelines are established to contribute to this condition. **This document replaces the guidelines dated 31 May 2021 in its entirety.**

2. Residences

Students who have returned to the campus/residences **must accept this entire protocol and sign a new acceptance page as indication of their acceptance of the revised conditions**, and those that will be developed as time passes and the situation changes. Students who are sharing rooms, also agree to continue to share their rooms which were allocated to them adhering to the specific health and safety measures introduced for those in shared rooms.

Students who reside in residences, must always strictly adhere to the following protocols that will be **in effect from Thursday, 01 July 2021**. Given the extremely serious circumstances which these protocols attempt to address, the non-adherence to these protocols will be viewed in a very serious light and will lead to disciplinary measures.

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 the same residence to other rooms as well as students from other residences on campus who are not residing in that specific residence.
 - 2.2.1.
 - 2.2.2. Overnight visits to family and friends are strongly discouraged due to the risk such visits carry upon returning to the residences.
- 2.3. Visits to House Parents, Residence Officers or House Committee members must be limited and WhatsApp messages or e-mails should rather be used.
- 2.4. Residence students who arrive at the main gates between 21h00 and 06h00 to leave or enter the campus, will be contravening these protocols and their details will be recorded by Protection Services for the purpose of instituting disciplinary action. During this daily curfew period, residence students are confined to their residence buildings. In the event of a medical emergency the House Parent and/or the Campus Health Care Centre must be contacted.
- 2.5. Residence students must complete a compulsory Covid-19 Pre-Screening test on a daily basis and attend the compulsory daily temperature screening by HC members to ensure that their access cards remain active. Failing to do this will result in no access to the residence by revoking the access card. Students who exhibit any Covid 19 symptoms will be assisted in line with the Standard Operating Procedures (refer to par 4 below) that have been developed for infection control measures. Such students MUST report these symptoms to the House Parents, the Campus Health Care Centre and relevant House Committee members for further assistance. Campus Control and Protection Services must also be informed.
- 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 nor sit down assessments will be offered on the campuses during the Alert Level 4 period and students remaining in residences will be required to observe the latest national regulations, published on 27 June 2021.
- 2.8. Students will not have access to the campus libraries or the specialised laboratories but will be allowed to visit the computer laboratories 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) or other access point where 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 increased cleaning and sanitation processes implemented.

- 2.11. 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. Such information will allow for the contact tracking and tracing process in the event that such a student might become infected with the Coronavirus or may have been in contact with infected persons.
- 2.12. Students who remain in residences must continue to observe the general rules of mask wearing, “social distancing”, personal hygiene and “sneezing etiquette.”
 - 2.12.1. Students sharing double rooms are to observe the above-mentioned practices and minimize any possible personal contact.
 - 2.12.2. Students must always observe the one-and-a-half (1.5) meters space prescript between them.
 - 2.12.3. Cloth masks must be worn at all times while the students are outside of their rooms.
 - 2.12.4. Avoid any physical contact such as hugging or shaking of hands.
 - 2.12.5. Wash your hands regularly and at least EVERY time you visit rest rooms and other places used by other students frequently.
- 2.13. Residence students may be requested to move to other rooms depending on the situation on the campus or in the particular residence. Initially all students will remain in their allocated rooms unless any current practical arrangements require them to be moved. Double rooms will be occupied as normal and the placement of students will be managed by the Residence Management and SCCs on campus.
- 2.14. 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.
- 2.15. No gathering of students in residences are allowed while under Alert Level 4 or for the recess period as per the university calendar.
- 2.16. NO ALCHOHOL WILL BE PERMITTED IN THE RESIDENCES OR ON CAMPUS
- 2.17. Students who experience flu-like or any Covid-19 symptoms should report this to their House Parents, Campus Clinic and their House Committee members and then follow the procedure as described more fully under paragraph 4. A suspected case should self-isolate immediately and avoid all further contact with anybody else to minimise all further risks.
- 2.18. Students who share a room should be extra diligent in observing the safety protocols. Cloth masks must be worn when interacting with each other while in the room together. Sanitising of hands and commonly used surfaces, such as the door handles, kitchen surfaces, shared bathrooms and common living areas should be cleaned regularly. Additional hand sanitizers will be made available for the sharing rooms and placed in commonly used areas. Any available ventilation must be ensured, such as opening of windows where available.
- 2.19. Computer rooms must be managed with the necessary compliance to the OHS protocols and a booking system must be utilised. A sanitisation routine must be performed after using the computer room.

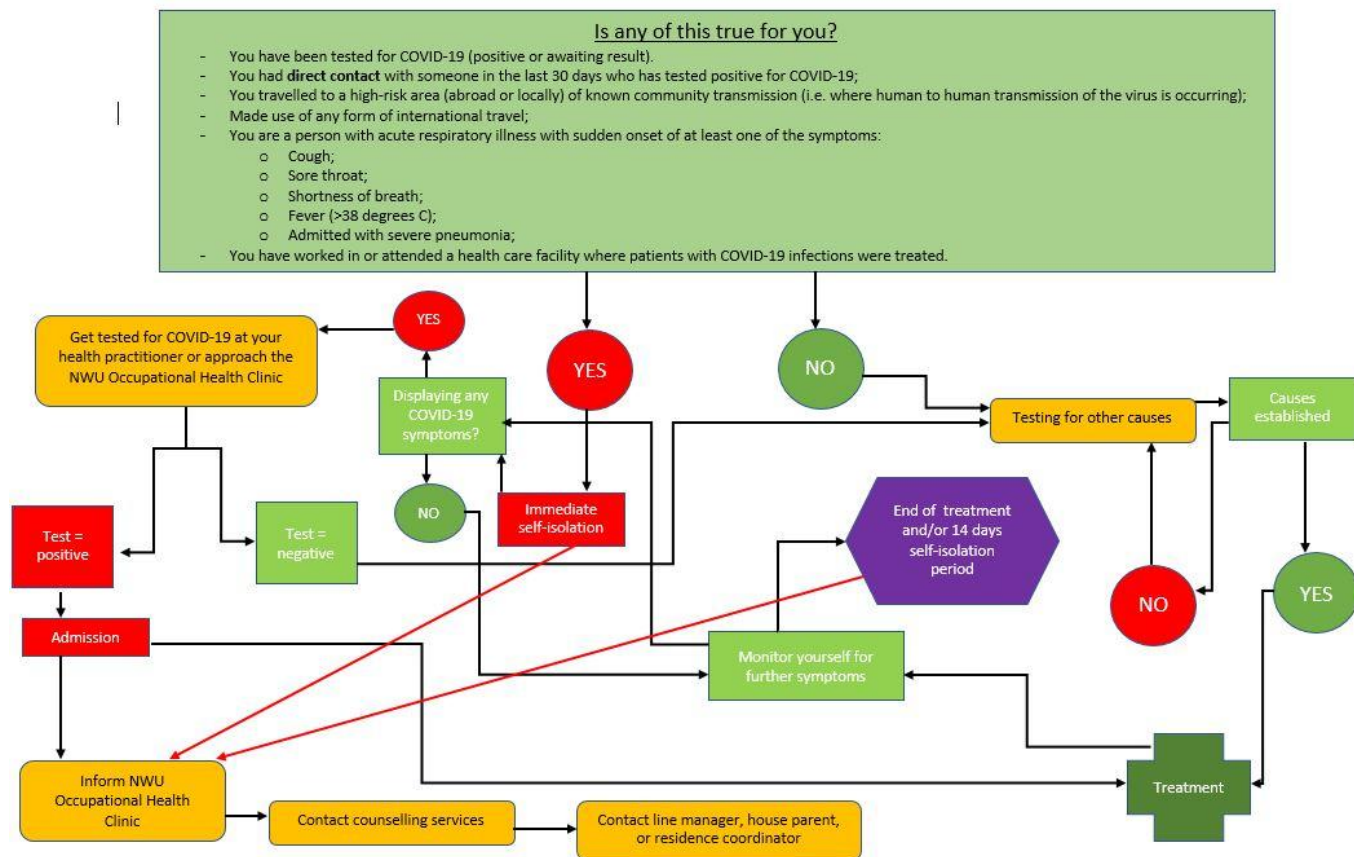
3. Dining Halls, Cafeterias and Food & Beverage Facilities

Access Control

- 3.1 Entrances to all dining halls, cafeterias, and food & beverage facilities 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 entering. Catering staff are required to monitor the usage of hand sanitisers before the venues are entered.
- 3.2 Sit down facilities at these venues will be limited in accordance with social distancing protocols and food will also be provided on a takeaway basis at selected venues. The delivery of food to residences and offices is in place and may be accessed through the link <https://bit.ly/2Ye1Ymz>
- 3.3 Social distance is to be observed inside the dining halls, cafeterias and food & beverage facilities at all times with at least one-and-a-half (1.5) 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 venues will observe the available space when allowing customers into the venues and when it becomes clear that the maximum audited capacity has been reached, no further entrances will be allowed.
- 3.5 Customers who queue for food and drinks will need to observe the one-and-a-half (1.5) meters space requirement in front of the food and bar 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 be managed under strict protocols and this may include students collecting food at the entrance of the residence or building where it is delivered.

4. In the event of possible infection

The following flow diagram illustrates the actions required when a student or staff member believes 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 09 July 2021. 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

GENERIC GUIDELINES: STUDENT LIFE AND RESIDENCE & CATERING SERVICES ENVIRONMENTS
DATED 29 JUNE 2021, EFFECTIVE FROM 01 July 2021.

I, _____
Full Name and Surname

Student number

Residence

Room Number

Unique Bed Number [UBN]

understand the above-mentioned protocols and accept the responsibility it places on me to adhere to all the health and safety requirements. I understand that the protocols have been devised and are implemented to keep all the students, staff, and other parties on the NWU premises safe. I further understand that if I am placed in a shared room this places an even higher responsibility on me to adhere to all the safety protocols to keep my roommate and myself safe.

Signature

Date