

## **Coronavirus (COVID-19) Visitor Briefing**

*Information correct as at 24/02/2022 – v7.0*

### **Introduction**

At London South Bank University (LSBU), we all have a moral and legal duty to take care of ourselves and others. In order to do so, we must adopt a reasonable, sensible and cooperative approach to keep us all safe. The outbreak and spread of Coronavirus (COVID-19) has led to a number of new measures being put in place to ensure the safety of all visitors, students and staff.

This briefing document will outline those measures that we should all continue to take in order to protect ourselves from the risk of infection. It will also act as confirmation that all visitors understand their individual and collective responsibilities in ensuring that the campus is a safe place to visit, study and work.

If you have any questions or concerns, please speak to the person you are visiting or a member of the LSBU Health, Safety and Resilience team via [safety@lsbu.ac.uk](mailto:safety@lsbu.ac.uk).

This briefing has been prepared in line with the latest [UK Health Security Agency guidance](#).

## **Campus COVID-19 Measures**

*Please note: Although Government COVID-19 restrictions have now been removed and there is no mandatory or legal requirement to isolate if you have tested positive, to practice social distancing or to wear a face covering whilst on campus, all visitors are strongly encouraged to continue these practices where possible.*

Please adhere to the following measures where possible:

- Stay at home if you have tested positive.
- Consider wearing a [Face Covering](#) whilst indoors, particularly in heavily congested or crowded areas.
- Read and follow all signage displayed around the campus.
- Read and adhere to any building-specific procedures. These will vary depending on where you are on campus and what role you perform, but they will be clearly displayed.
- Maintain a high standard of [Hand and Respiratory Hygiene](#) at all times.
- Continue to use [Social Distancing](#) if you can, being mindful of others and providing sufficient space where possible.
- Do not interfere with equipment/facilities designed for the control of infection. These should be used in accordance with the instructions that you will be provided with for their safe use.

If there is something that you are not sure about, please speak to the person you are visiting or a member of the LSBU Health, Safety and Resilience team.

## **Infection Control**

### **Symptoms Guidance**

A reminder of what you are strongly advised to do if you display any the following symptoms of COVID-19:

- **High temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
  - **New, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
  - **Loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.
1. Please do not visit LSBU, but instead ensure that you order a [free confirmatory PCR test](#), then stay at home and avoid others where possible until you have received your result.
  2. If your result is positive, continue to stay at home and avoid others where possible. You may wish to take an LFD test\* on days 5 and 6, if both tests are negative, the likelihood that you are still infectious is much lower and you can safely return to your normal routine.
  3. Notify [covidreport@lsbu.ac.uk](mailto:covidreport@lsbu.ac.uk) . You will be provided with advice and asked some questions about your recent presence on campus. This is so that any deep cleaning can be conducted.
  4. Notify anyone you have been in close contact with so they can remain alert for any of the above symptoms.

\* Until 01/04/2022, you can still order free LFD kits from the [GOVUK website](#) or from your local pharmacy.

## **Preventing the Spread of Infection**

COVID-19 infection can be spread via two routes:

- inhalation of airborne droplets (within 2 metres)
- touching a surface or object that has been contaminated, then touching your face, eyes, nose or mouth.

To minimise the spread of infection, all visitors should consider using the following control measures:

- [Wear a face covering](#)
- [Maintaining a 2-metre distance from others](#)
- [Maintaining a high standard of hand and respiratory hygiene](#)

### **Wear a Face Covering**

Although no longer a mandatory or legal requirement, please consider wearing a face covering whilst indoors and when travelling, particularly in heavily congested or crowded areas.

When wearing a face covering:

- Know their limitations.
- Wash your hands before putting it on, and after it is removed.
- Ensure it fits comfortably and snugly and is adequately secured.
- Do not touch it with unclean hands while wearing (including to adjust)
- After each use, it must be washed (if a fabric face covering) before it can be reused (it is recommended to carry clean spares).

All visitors will be expected to provide their own face covering.

### **Social Distancing**

Although no longer a mandatory or legal requirement, please be mindful of others and continue to use social distancing if you can, providing sufficient space where possible. By doing so, it will ensure that you are at a safe distance from inhalation any airborne droplets, and minimise the likelihood of COVID-19 infection.

You can also manage transmission risk by considering:

- Keeping the activity time involved as short as possible.
- Using screens or barriers (if available) to separate people from each other.
- Ensuring rooms are well ventilated by keeping windows open.

## Hand and Respiratory Hygiene

In all circumstances, you must avoid touching your face, eyes, nose or mouth with unwashed hands to protect against COVID-19 infection.

You should wash your hands as regularly as possible using soap and water for 20 seconds, or by using an alcohol-based hand sanitiser. Hand sanitiser is provided at reception points across campus for your use.

At the bare minimum, you should wash your hands upon arrival on campus, before and after eating or drinking, or after coughing/sneezing/blowing your nose. It is also advisable to wash them after using shared workstations or equipment that others have handled.

You must also ensure that you cover any coughs or sneezes with a disposable tissue, and then throw the tissue in a bin. If tissues are unavailable, cough/sneeze into your elbow rather than using your hand.

Posters are displayed to remind you how to effectively wash your hands, as well as this [NHS Handwashing Video](#).

### Advice for stopping virus spread



**Wash hands frequently** with soap and water or use a sanitiser gel



Catch coughs and sneezes with **disposable tissues**



**Throw away used tissues** (then wash hands)



If you don't have a tissue **use your sleeve**



**Avoid touching your eyes, nose and mouth with unwashed hands**



**Avoid close contact with people who are unwell**

## Emergencies

### Evacuation Procedures and Fire Safety

In the event of an emergency, all evacuation procedures take priority over social distancing measures, and all visitors, students and staff should follow the standard fire evacuation procedure. After evacuating the building, ensure you do not congregate outside but disperse and stay away from the building for at least ten minutes.



**Southwark Campus  
Fire Evacuation Plan**

**Upon discovering a fire**

-  Raise the alarm
-  Contact Security when safe to do so ex **6666**

**Upon hearing the fire alarm**

-  Evacuate the building safely following exit signs
-  Once outside the building, move away to a minimum safe distance of 100m
-  Stay away from the building for about 10 minutes
-  Fire Evacuation Assistants to inform Fire Coordinator of Zones checked
-  Only re-enter the building when told, by a responsible person it is safe to do so

### First Aid

Should you require first aid whilst on campus, your first aider will have been provided with advice and information on COVID-19 treatment considerations, incorporating approved guidance from the [Health and Safety Executive](#) and the [Resuscitation Council](#). This includes the use of PPE and the management of social distancing when delivering treatment.