



Central University of
Technology, Free State

CENTRAL UNIVERSITY OF TECHNOLOGY, FREE STATE

13 October 2020

Health and Safety Protocol

Prevention, Detection and Education

Central University of Technology (CUT) is committed to prevention and mitigation of risks to health, safety and environment of its staff, students and visitors within its campuses. The University continues to ensure that strict health and safety protocols remain in place during **Level 1** of the lockdown to protect the safety and well-being of all staff, students and stakeholders. The COVID-19 Management Task Team to deal with all issues concerning COVID-19 will remain in place.

As an institution, we remain committed to complete the 2020 academic year and will continue to do our part in minimising the infection risk, and to combat this disease. CUT has identified and assessed the potential risk of exposure to COVID-19 virus at the campuses with the objective to identify control measures required and assess their effectiveness to reduce the risk of transmission of the virus from recognised and unrecognised sources of infection in the University.

Access Control and Screening Protocol

- Protection services employees maintain access control required for entry, records kept, and the biometric system will remain deactivated.
- No permits required. A staff or student card will serve as a permit.
- Symptoms screening is mandatory for all persons prior to entering the premises.
- Self-screening to be completed on the ScreenWell App every day before entering campuses.
- Thermal temperature to be taken and captured at the campuses access gates.
- Any person with symptoms for COVID-19 not to be allowed to enter the campuses.
- Individuals without face masks are not allowed entry into campuses.
- Working from home encouraged to reduce numbers of people on the premises and risk of infection.

- Additional measures are implemented for staff and students that are more susceptible to the risks related with contracting the virus. This includes people over the age of 60, and those with other health conditions/comorbidities.

Returning of International Staff / Students

- Valid negative test certificate of the virus, not older than 72 hours required.
- No certificate, self-quarantine at their own expense for 10 days.

Reporting Cases Protocol

- Protocol in place for persons positively diagnosed with COVID-19 to report to Compliance Officer and the Manager OHS for further action.
- Contact tracing performed and persons exposed to positively diagnosed person required to self-quarantine and test if symptoms occur.
- Wellness centre and service provider to continue providing support to staff and students in dealing with the effects of the pandemic

Cleaning and Disinfecting Facilities

- Enhanced routine cleaning frequency for areas such as entrance handles, handrails, elevator buttons, tables and restroom stall handles/doors.
- Cleaning and Disinfecting performed in areas exposed to positively diagnosed person
 - *Open outside doors and windows to allow air circulation.*
 - *Close off the affected room / building.*
 - *Clean and disinfect all areas, by hypochlorine solution, used by the person.*
 - *Fumigating / fogging not recommended for use as it not supported by any science concerning their efficacy.*
 - *It should be noted that there is no virus after one week.*

Ventilation

- Facilities to be kept well ventilated at all times and air-conditioner systems serviced.
- **Natural Ventilation** - Allow cross ventilation by opening windows and doors.
- **Mechanical / Artificial Ventilation** - Regular cleaning and replacing of filters of Air Conditioner system. Rooms with no windows that can't open and air conditioner not working not to be used.

PPE/ Sanitisers/Social/ Physical Distancing

- Wearing face mask that covers mouth and nose are mandatory for staff and students.
- Automated sanitising dispensers are installed at all entry areas on the campuses and buildings, including residences.
- Social and physical distancing always encouraged and to be observed at all times.

Communication

- Communications will be provided to internal and external stakeholders, as and when appropriate.
- COVID-19 online portal primary mode of information sharing and guidance regarding dealing with the pandemic.
- A campaign involving posters, and online posts must be launched to ensure that the message is conveyed to all.
- Awareness creation and training video regarding COVID-19 accessible to stakeholders.

Sporting Events

- Risk assessment to be performed and balance of interests to be assessed prior approval of any sporting event.
- No spectators allowed to participate.
- Participants to comply with health and safety protocols to reduce risk of infection.
- Test for COVID-19 for athlete and staff to be conducted before training or event.

Managing Clusters of Outbreaks

A cluster, for COVID-19, means occurrence on campus when > 2 individuals with confirmed or suspected COVID-19 are identified within 7 days in the same class or lecture hall, student group, or between individuals working in the same area on a campus.

Action to be taken when a single student or staff member has been exposed to a person outside the campuses who is being tested for COVID-19.

- Exposed to suspected COVID-19 case self-isolate until the test results are available. If negative return to work.
- Exposed to confirmed COVID-19 case self-isolate for 10 days. If COVID-19 symptoms develop within the first 6 days of self-isolation period, the individual should seek a laboratory test for SARS-CoV-2.

Action to be taken when a single student or staff member has been exposed to an individual from outside of the campuses who has a laboratory-confirmed positive test for COVID-19.

- A person who had *close contact* with an individual with a laboratory-confirmed positive test for COVID-19 should self-isolate at home for 10 days.
- A person who are not direct contacts of an individual who has tested positive for COVID-19 may continue to attend campus.

Action to be taken when COVID-19 is diagnosed in a single student or staff member at the campuses

- Consultation with designated Local and District health officials to be done.
- *Close contact* with the individual positive for COVID-19 case to self-isolate for 10 days after exposure.

Action to be taken when Cluster Outbreak of COVID-19 is diagnosed in two or more students or staff member who have been in close contact within a period of 7 days

- Consultation with Local and District health officials.
- *Close contact* with the individual positive for COVID-19 case to self-isolate for 10 days after exposure.
- Notify the institutional management, COVID-19 Task Team, Department of Higher Education and Training and HIGHER HEALTH, who will then activate the COVID-19 Cluster Investigation Team.

Action to be taken when Multiple Cluster Outbreak of COVID-19 is diagnosed in multiple students and/or staff members in the campuses

- COVID-19 is diagnosed in multiple students and / or staff members across different areas.
- Consultation with Local and District health officials.
- Cancellation or postponement of group activities and larger events.
- Temporary closure of affected parts of the campuses for in-person teaching.

Investigation of Clusters of Outbreaks

- All Clusters of Outbreaks to be investigated by complete case investigation form (Appendix A) and reported to the district DoH assigned person.