


	<h2 style="color: purple;">COVID-19 Safety Protocol for labs and classrooms</h2>	
	<p>Document number based on ISO 45001:2018: HSE.3.PP.2/G9 Updated: 10/02/2022</p>	

A. Access to the premises:

1. All students plus the administrative and academic staff members must consult the «**EUC. 12. Entry Screening Safety Protocol**».

B. Before and during the lab or classrooms courses:

1. Taking the stairs is safer than using the elevator. Number of people in elevator should not exceed two (2) at any time.
2. The maximum number of students allowed per lab or classroom is defined by the latest measures announced by the Ministry of Health. Each case will be examined independently according to the size of the room in order to ensure the distances and the health and safety of students and faculty/instructors.
3. Keep windows slightly open while air-conditioning is in use, to enhance ventilation with fresh air. If the a/c system has a mode for air recycling, keep it off.
4. Ventilation systems will be operating from an hour before and during the working time.
5. A safe distance should be applied between students when seated.
6. Use of face masks, covering mouth and nose, is mandatory in all closed public and crowded spaces for all persons aged 12 or older. Use of surgical masks instead of cloth masks is encouraged.
7. Sharing of pens, pencils, papers, and other stationery or personal materials between students and/or faculty/instructors is strictly forbidden. Hand hygiene is strongly recommended after touching hard copies and documents.
8. **Masks should NOT be worn by anyone who has trouble breathing, and/or has difficulties on their moves and/or needs special assistance generally. Any student and/or instructor who requires exception from mask use for medical reasons, may send a request accompanied by appropriate documentation to the HSE & Security office (email: m.mavrou@euc.ac.cy) for further evaluation.**
9. In the case of an experiment, the instructors will take all appropriate measures prioritizing the health and safety of the students according to the specifications required for each lab.
10. A safety coat is required for all students and faculty/instructors in compliance with the compulsory labelling, which is posted outside each lab.

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11. During breaks, all persons should avoid crowding, keep appropriate distances, and prefer to take their breaks in open (external) areas.
12. Information on hand hygiene according to the WHO and on correct use and disposal of the masks is continuously provided to the students.
13. The schedule of labs is planned in such a way as to allow for time between switching labs, to avoid crowding in common areas and teaching rooms.
14. All labs are disinfected frequently by trained staff with specific equipment approved by the Public Health services of the Cyprus Ministry of Health.

C. Use of toilet:



1. The toilets are equipped with the appropriate consumables under the responsibility of the Cleaning Department (water, soap, and antiseptic liquids) for disinfection of hands. The maximum number of people in toilet premises should not be exceeded.
2. Before using the toilet, perform hand hygiene with hand antiseptic.
3. Avoid crowding when using the toilet.
4. Perform hand washing with water & soap for at least 20 seconds right before and after use of the toilet.
5. For hand drying, prefer use of single-use paper towels.
6. Keep lid closed when flushing to avoid spread of droplets.
7. Keep toilet adequately ventilated.

D. Leaving the premises:

1. There is a closed bin with pedal placed outside the exit door of each building for safe disposal of the used protective equipment if necessary.

E. Emergency:

1. In case of a suspicious or a positive case, the emergency action plan will be applied by the nursing staff of the First Aid and Medical office.

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2. If a person has COVID-related symptoms when arriving at any of the defined entrance/exit points of the premises, the nursing staff of the First Aid and Medical office is properly prepared and adequately equipped to act accordingly in close communication with HSE & Security office.

Notes:

- ✓ The cleaning staff disinfects all surfaces frequently, especially the study spaces, the reception desk, and the toilets, to maintain public health and safety.
- ✓ The nursing staff and the security personnel will be on duty for ensuring compliance with the measures required by the current safety protocol.
- ✓ The TV screens operating in the premises display important information regarding COVID – 19 such as symptoms, protective measures, and correct method of washing hands.
- ✓ There are guidelines for proper handwashing in the toilets and at the defined entrance/exit points of the buildings.