

## Individual and collective health instructions and recommendations

In the current health emergency, your personal attitude is very important to stay healthy and to keep the people around you, friends, family, colleagues and fellow students, healthy as well. We kindly ask you to read these instructions carefully and consult all doubts and questions with the staff and mentors.

### WHEN LEAVING HOME

- Monitor your symptoms before leaving home: if you experience any symptoms compatible with covid-19 (fever, cough, shortness of breath, loss of smell, etc.), please stay home and do not come to campus. Self-isolate from your relatives and report to the health authorities (<http://coronavirus.san.gva.es/>, phone 900 300 555). Likewise, if you had close contact with a confirmed or probable case of COVID-19, please self-isolate and report to the health authorities.
- Inform about your situation via the institutional email address [covid@uv.es](mailto:covid@uv.es) and to the school's email address [covidfftic@uv.es](mailto:covidfftic@uv.es). The COVID-19 protocol will be subsequently activated.

### ON YOUR WAY TO CAMPUS

- On leaving home, please wear a face mask at all times. Authorities recommend hygienic and reusable face masks. You are also advised to carry a spare face mask with you.
- Please sanitise your hands when using public transport place the mask covering your nose and mouth at all times.

### ON ACCESSING UV BUILDINGS

- On entering the UV buildings, please sanitise your hands and follow the signs on the floor. Please remind to wash or sanitise your hands regularly (40 sec with hand sanitiser or soap and water). It is obligatory to wear a face mask covering your nose and mouth and do not manipulate it. Wash your hands immediately if it happens. There are extra face masks in the classrooms in case of emergency. Please ask your lecturers. Please throw used face masks away in the bins provided (with lid).

### ON ACCESSING THE CLASSROOM

- Please locate your classroom in advance. Limit your movements within the premises, avoid crowds and leave the elevators for people with reduced mobility. These must be used individually and responsibly. Please sanitise your hands regularly after handling common objects. Hydro-alcohol dispensers are located practically at all doors.

### CLASS START AND FINISH TIMES

- Class start and finish times have been adapted to minimise class swap and avoid crowds in corridors and other shared spaces. Your course coordinator will inform you about the schedule times. They are also published on our website.
- Please try to come to class well in advance and use one of the seats assigned. During class breaks, please stay at your seat or get outside the building for fresh air. Please do not stay indoors in corridors.

#### IN THE CLASSROOM

- Available seats are marked in green. Use the same seat for all classes you have in the same room during the day.
- If possible, leave extra free space with other students. Windows must be kept open at all times.
- For the hybrid teaching mode, students will have in-class and online learning on alternate weeks. Students will be notified of the stable groups that have been created for each subject.
- Please be reminded that collective health is everyone's responsibility. Help other students to keep adequate hygiene standards.

#### USE OF TOILETS

- Toilet use is restricted to avoid crowds. Please wait for your turn and keep social distance. Wash your hands before and after. Make proper use of bins and containers. Do not litter shared spaces.

#### AT THE PHOTOCOPY SERVICES

- Please avoid queues and crowds by sending your files by email to the reprography service (faculfilolo@gmail.com, impressions@encuadernacionesaguilar.com). To get your copies, please choose a time with low attendance. Try another time if there is a long queue.
- In the queue, please keep social distance (see marks on the floor) and wait for your turn.
- Please remind that you cannot stay in the corridors longer than strictly necessary.

#### AT THE CAFETERIA-CANTEEN

- Please, take extra precautions at shared spaces like the cafeteria. Please avoid times of intense affluence. Always wear your face mask and sanitise your hands properly. Keep distance at the queue (see marks on the floor).
- Use outdoor tables preferably and always keep a safe distance. Only take off your mask when eating or drinking.
- Please clear the tables of all cutlery and disposable items, as they can be a focus of contagion. Deposit disposable items in the litter bins. Please protect collective health as you protect your own.

#### WITH SYMPTOMS OF COVID-19

- If you happen to experience covid19-related symptoms while at the School, please contact your health centre immediately. Besides, inform about your situation via email to covid@uv.es CC-ing covidfftic@uv.es.
- In case of aggravated symptoms, please inform your lecturers immediately, who will contact the health services on campus. You will be isolated in a designated room until you receive medical assistance from the health authorities (phone 900 300 555) or the UV Prevention Services (phone 96 339 50 17).
- Please remember not to lower your mask and keep proper hygiene and social distance at all times.