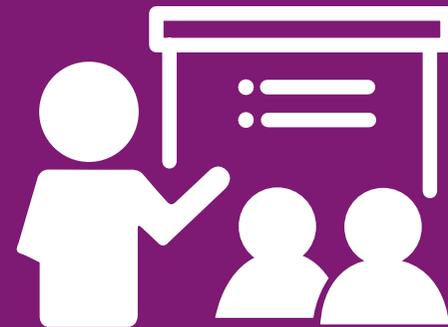


# RGU campus orientation for students



# Welcoming you back to campus

This short orientation provides you with a summary of some of the changes that have been introduced on campus in preparation for the semester and sets out the 'golden rules' that must be followed while on campus.

The University will continue to review and adapt all advice for students in line with the latest government guidance. Our campus environment has been adapted with measures in place and your experience on-site will be different. The changes are essential to protect the whole campus community.

More detailed health and safety advice is available at [www.rgu.ac.uk/coronavirus](http://www.rgu.ac.uk/coronavirus)

There is specific guidance for RGU accommodation on the use of face coverings and sanitiser, households and mixing with others. Visit [www.rgu.ac.uk/accommodation-covid](http://www.rgu.ac.uk/accommodation-covid)



# Staying safe on campus

The University has developed a set of mandatory rules for staying safe on campus. It is essential that students follow these rules in order to minimise the risk of COVID-19 transmission. The rules have been derived from the institutional risk assessment and are also based on current public health information.



## The 5 golden rules



**1.** Face coverings must be worn indoors whenever moving or standing. They can be removed when you are seated.



**2.** Social distancing signage must be adhered to and separation maintained around campus. Be spatially aware of yourself and respectful of others.



**3.** Coughs and sneezes should be covered with a tissue and the tissue bagged and binned. There are bags available on campus for you to dispose of used ones.



**4.** Wash your hands regularly with soap and water for 20 seconds or use the hand sanitiser available around campus to reduce transmission.



**5.** If you are displaying symptoms, you must self-isolate, contact NHS inform, notify your Course Leader and follow the Positive Case Procedure (detailed on slide 13)

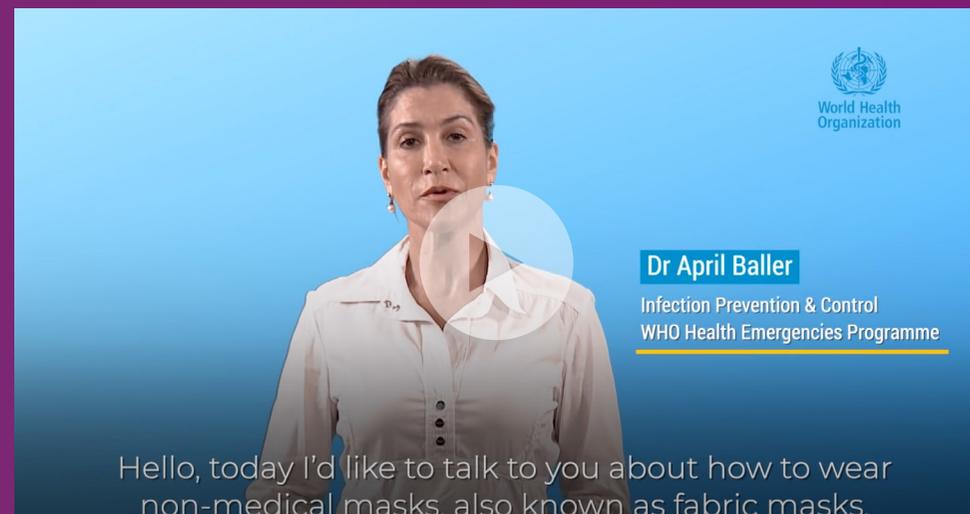
# Signage

New directional and instructional yellow signage with floor and wall arrows has been installed. Note that your normal route to a location may not be available. The signs will show clear directions.



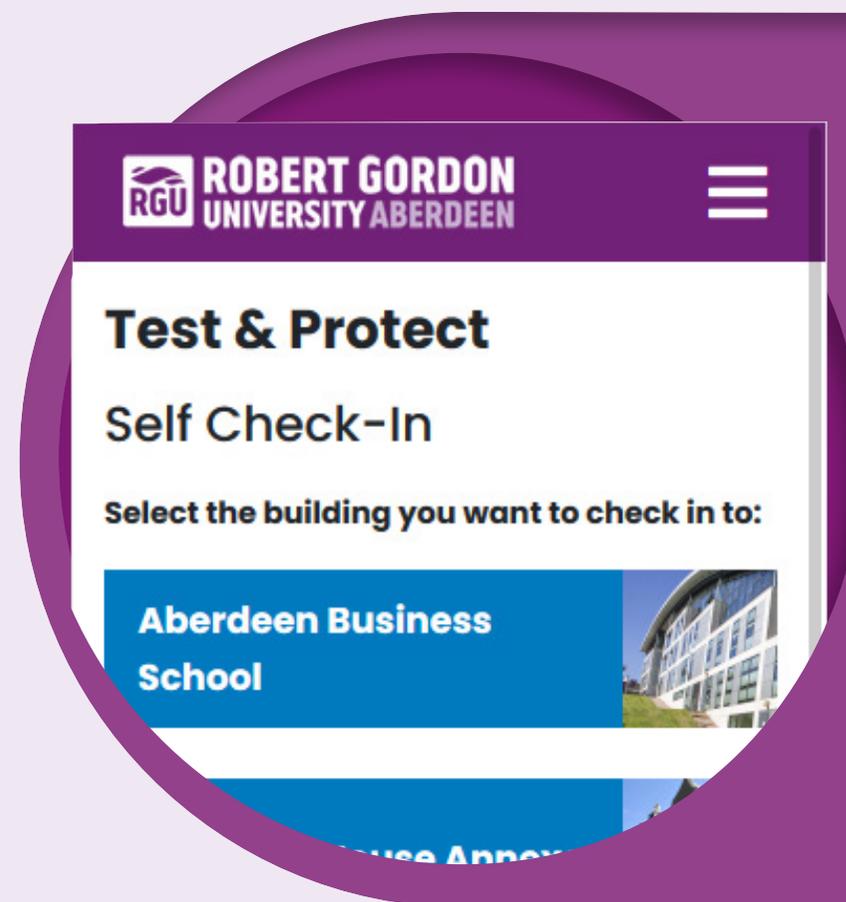
# Face coverings, handwashing & social distancing

University Estates staff are working to a new cleaning specification in all our buildings, however, RGU requires the use of face coverings on campus when moving or standing indoors in order to provide a form of collective protection. Additionally, effective handwashing and hand sanitising using the stations at all building entry points and other locations as well as maintaining social distancing remain key to stopping the spread of the virus.



# Campus sign in procedure

We have an online sign in procedure in operation for Test & Protect which you can use to sign in and out of all buildings – if using this method there is no need to queue at reception. The RGU Test & Protect Check-In web app is fast, secure, and easy-to-use. You can access it at [check-in.rgu.ac.uk](https://check-in.rgu.ac.uk) from any device. Remember to check out as you leave.



## Catering

There will be two catering facilities on site located in the Sir Ian Wood Building and Garthdee House Annex. Both will be operating with increased hygiene measures in place.

There will be both hot and cold food options all fully packaged and/ or individually wrapped with disposable cutlery to go – there will be no self-service in operation and all payments should be contactless or card.

Both the seating layout in the refectory areas and queuing systems take into consideration physical distancing rules.

Vending machines across campus will sell a variety of hot and cold drinks and food and in addition to the normal sweets and crisps, the machines will also have other options like porridge and tuna pots.



## Receptions and help point

Reception desks and Student HelpPoints will be open but may be operating at differing times and some may look different fitted with transparent screens and socially distanced queuing systems in place.



## Toilets

Toilet capacities will be reduced with 'engaged/vacant' signs on some doors. The larger toilet areas do not have signage on the entrance doors but instead have signage inside with some cubicles closed off to ensure physical distancing. Antibacterial hand wash is available in all.



## The library

The Library will be open with adapted operating arrangements in place.

- You need to [book a space](#) for browsing or studying
- A one-way system is in operation
- There will be much reduced capacity
- Opening hours have altered and are shorter
- You will be able to borrow Library items. See the [Borrowing Guide](#) for more information
- Remember that many Library services, including ebooks, journal articles and support for referencing and research skills are available online.

For more details visit [library.rgu.ac.uk/home](http://library.rgu.ac.uk/home).

Follow the Library on [Twitter](#), [Facebook](#) and the [Library Blog](#) to be kept up-to-date with any new developments.



## Study and teaching spaces

Lecture and seminar rooms and other teaching facilities such as laboratories will be subject to restrictions in order to maintain social distancing at all times. Please adhere to signage and guidance from teaching or support staff.

Due to 2m social distancing and building capacity, study space on campus will be significantly reduced. Some study spaces will need to be booked. Details on the campus study spaces and how to book them is available at [campusmoodle.rgu.ac.uk/welcome](https://campusmoodle.rgu.ac.uk/welcome)



## RGU *SPORT*

RGU Sport will be open from 14 September with new processes and procedures in place.

- Memberships will be available to buy online.
- Your membership entitles you to gym, swim and group exercise classes.
- All activities must be booked online prior to arriving.
- Check out the [RGU SPORT website](#) for more information about returning to the facility.



## Other services

Our student services might look a bit different but we are here to support you both in person and online. More details on the support available from the university and RGU:Union can be found at:

[www.rgu.ac.uk/life-at-rgu/support-advice-services](http://www.rgu.ac.uk/life-at-rgu/support-advice-services)

[www.rguunion.co.uk](http://www.rguunion.co.uk)





# What to do if you develop symptoms

If you develop any symptoms of COVID-19 – a new, continuous cough; fever or loss of, or change in, sense of smell or taste – you should isolate straight away and arrange a test and follow the guidance via [www.nhsinform.scot](https://www.nhsinform.scot) or, if you can't get online, by calling 0800 028 2816.

If your test is positive, you should remain in isolation for 10 days from the onset of your symptoms, or longer if certain symptoms persist. You should contact the university health and safety team by phone on 07966923668 if you test positive.

You should remain in isolation for 10 days from the onset of your symptoms, or longer if certain symptoms

persist. The rest of your household or flat should remain in isolation for 14 days from the onset of your symptoms, even if they don't have symptoms themselves.

If your test result is negative, and you are not already isolating as a 'close contact' of a confirmed case, you can end isolation and return to campus when you are well enough and have not had a fever for 48 hours.

Self-isolation means you should remain at home and shouldn't go to university, work, public areas or use public transport. You shouldn't go out to buy food or other essentials. You must stay at home.

If, however, you do not have symptoms of COVID-19 but have other cold and flu-like symptoms, you do not need to be tested and you do not need to self-isolate. You can attend university or college if fit to do so.

# Getting to campus

We encourage the use of sustainable transport to campus. There are secure bike racks across campus. For information about public transport and buses in Aberdeen visit [www.firstgroup.com/aberdeen](http://www.firstgroup.com/aberdeen). Here you will find information to help you plan your journey, updates on routes and bus capacities and the latest public health measures in place on First buses.

If traveling by car, there are currently no parking restrictions on campus. When the change to the parking restrictions is planned, and applications for permits open, staff and students will be advised. In the meantime, if parking on campus, the RGU Parking Policy still applies. Please park within the standard white lined parking spaces. Parking within a disabled bay is strictly for blue badge holders only.



# Further information

Speak to your Head of School / Department about local arrangements. Contact the [OHES team](#) for further support if necessary. Remember the 7 Campus mandatory rules:

1. Face coverings must be worn indoors whenever moving or standing. They can be removed when you are seated.
2. Social distancing signage must be adhered to and separation maintained around campus. Be spatially aware of yourself and respectful of others.
3. Coughs and sneezes should be covered with a tissue and the tissue bagged and binned. There are bags available on campus for you to dispose of used ones.
4. Wash your hands regularly with soap and water for 20 seconds or use the hand sanitiser available around campus to reduce transmission.
5. If you are displaying symptoms, you must self-isolate, contact [NHS inform](#), notify your Course Leader and follow the procedure outline in this document.



**We must all respect and adhere to the rules on campus. It is equally as important to follow Government guidance when off campus.**

**We have a duty of care to look after our own well-being and that of others.**