

# UCLan Covid-19 Community Responsibility Agreement

The University is committed to supporting the health, safety and wellbeing of all UCLan students and staff. This is even more important in these unprecedented times amidst the Covid-19 pandemic.

As students and staff, we are part of the UCLan community, working together to achieve our academic goals and maintain our collective wellbeing. We are also part of a wider local, national and global community. It is important that we look out for one another and support each other in these extraordinary times.

This Agreement is designed to set out the behaviour that is expected of all students in order to keep our community safe. Social distancing, high standards of hygiene and other measures will be a priority as we work together to mitigate the risk of Covid-19.

## Regulations for the Conduct of Students

As a student of UCLan, you have signed up to the Regulations for the Conduct of Students (the Regulations) and are expected to behave in a responsible and respectful manner at all times. [The Regulations can be viewed online.](#)

These Regulations are in place for your benefit to ensure that you can study, work and relax in a safe, supportive and inclusive environment. They apply to your behaviour whilst on any UCLan premises, including UCLan buildings and halls of residence, Students' Union facilities, and whilst engaged in any University activity, including off-campus activities. They also apply in the event of any behavior, which adversely affects the wider community.

These Regulations state that:

**'Students are required to take reasonable care for the health and safety of themselves and of others who may be affected by their activities.'**

It is essential that all students as members of our community, abide by the Regulations and engage in behavioural public safety measures to mitigate the spread of the virus. This enables us to show respect and compassion for one another and those who are most vulnerable.

The Regulations are underpinned by the latest Government public health guidance and it is important at this time that all students commit to the following:

- **Social distancing** - of at least 2 metres is expected across all University spaces when feasible. This includes lecture theatres, classrooms, laboratories, the library and other social or recreational spaces, refectories, bathrooms, kitchens, etc. The Students' Union is also operating under the same social distancing guidelines.
- **Signage and staff instructions** - regarding the need to 'keep left' in corridors and on stairs, the use of barriers or room capacity limitations where it is necessary to restrict the number of people in a specific area at a given time, must be followed at all times.
- **UCLan ID Card** - it is important that you wear your lanyard to display your UCLan student ID card whenever you are on UCLan premises.

- **Face coverings** - must be worn by all members of the community when in shared indoor spaces, including corridors and teaching spaces, unless there are clear exemptions.
- **High standards of hygiene** - must be maintained at all times, including using the facilities located in all University buildings for handwashing and/or sanitising, especially in high-touch areas e.g. the library, study rooms, door handles, light switches, accommodation, the Students' Union etc.
- **Respiratory etiquette** - e.g. the proper covering of the face when coughing or sneezing using a tissue, or the crook of your arm is expected at all times.
- **Social gatherings** - which means following the latest Government guidance regarding the number of people who can gather together outside classes in private social settings.
- **Self-isolation and reporting of symptoms** - including a cough, or fever, or loss of or change to your sense of taste or smell. **You should inform [coronaenquiries@uclan.ac.uk](mailto:coronaenquiries@uclan.ac.uk) immediately** and follow the guidance on self-isolating and getting a test. You will need to stay inside your residence for at least 10 days from when symptoms started (or 14 days if you have been in direct contact with someone who has symptoms or has tested positive). You should also let your Academic Advisor know.

Given that the state of the pandemic is fluid, changes to these guidelines may be issued from time to time. The University will provide consistent and ongoing communication regarding any changes to behavioural guidance.

Please note that it is your responsibility to ensure that you keep up to date with all the latest guidance issued by the University. You can do this by checking our [dedicated Coronavirus news page](#), and [reading the FAQs](#) - these are updated regularly and should answer most general questions.

## What if I have concerns about the behaviour of others?

If you have a concern about the behaviour of other members of our community, but feel unable to raise this with them directly, you can report it by sending an email to [cliaison@uclan.ac.uk](mailto:cliaison@uclan.ac.uk) or you can visit [the report and support website](#) to make a report, inserting 'Covid Conduct - Concern' in the subject line. We will provide you with support and take the necessary steps to positively resolve the concern. You can also report any incident or emergency by using [the SafeZone app](#).

If the situation is urgent, or you feel that you are at risk of physical or verbal abuse, you can get support from University security (on-campus) by calling 01772 892068 or 2068 (internal) or 333 (internal in an emergency) or the police (off-campus) by calling 111 or 999 (in an emergency). Students who are deaf can text security on +44 (0) 7891 679537.

If you are challenged about your behaviour, please respond in a positive and respectful manner, listening carefully to understand the concern and change your behaviour as appropriate.

## What happens if the guidance isn't followed?

Where it is reported that any student has contravened these guidelines, the University will aim to deal with the matter in a supportive manner. You may be required to sign an undertaking of good conduct and to engage in an educational activity to ensure that you understand your obligations.

Serious, willful or repeat breaches of University regulations and guidance will be reported to your Head of School and will be dealt with under the formal stages of the Regulations. You should be aware that this can lead to formal sanctions and can have serious and immediate consequences for your status as a student.

## Here to Help

We are here to help you to understand your responsibilities and how to keep yourself and others safe. There are student ambassadors located on the campus to help you to understand the rules. If you have any questions about the Regulations or the underpinning guidance, you may contact:

Student Compliance Team at: [cliaison@uclan.ac.uk](mailto:cliaison@uclan.ac.uk)

UCLan Security [Security@uclan.ac.uk](mailto:Security@uclan.ac.uk)

The <i> at: [thei@uclan.ac.uk](mailto:thei@uclan.ac.uk)

We understand that these circumstances can impact on you and your individual situation. If you need help and support in terms of your wellbeing, you can contact Student Wellbeing Services at: [wellbeing@uclan.ac.uk](mailto:wellbeing@uclan.ac.uk)

There are also a range of external support services including:

## Student Minds

Student Minds has [Coronavirus resources](#), for students and staff. This covers information on a number of areas including [staying at home](#), [xenophobia and racism](#), and [supporting your friends and family](#). Student Minds also provides a '[Looking after your mate](#)' guide, shaped by students' own experiences. There is a branch of Student Minds at UCLan run by our students and you can [contact them](#) to find out more.

## Thank you

Thank you in advance for doing your bit to keep the UCLan campuses and the local community stay as safe and healthy as possible at this time.

**By attending UCLan, you agree to abide by the terms of this Agreement.**