

Dear all,

I know there have been quite a few emails to you from this account about the start of our new semester, but we did commit to keeping you up to date as guidelines are refined in response to new sectoral information and public health advice.

The Provost has sent a welcome to campus email to all of our students starting on Monday with a reminder to continue following public health advice and UL COVID-19 safety guidelines, and to be considerate of our local community. Professor Healey's advice to students that the adjustment back to on-campus teaching and learning may be easy for some and challenging for others is probably worth bearing in mind for all of us.

The level of vaccination take-up among the student community in Ireland is very encouraging and UL is now working with Public Health Mid-West to establish a pop-up vaccination clinic on campus for any students or staff who may have missed the opportunity to access a vaccine.

Additions and amendments to the New Academic Year Guide for Staff are listed below and of course the complete guide is available in the [Return to Campus Working](#) folder on the COVID-19 SharePoint site.

Teaching and Research, Learning and Lecture Spaces

Updated Face-to-face teaching will be the norm except for very large classes (<300) **or** where Heads of School or Departments have indicated to Scheduling that a module will be online in accordance with a flipped classroom approach.

Even where it has been indicated that the module will be online, heads should ensure that there is sufficient face-to-face engagement for students on their programme of study in line with DFHERIS principles.

Updated 4.9 Who has access to Health Information shared on the Pre-Return-to-Work form?

Confidential health information shared on the Pre-Return-to-Work form is only accessed by your immediate line-manager, Health and Safety, and Compensation and Benefits in HR. If required, this information is shared with Occupational Health. All information is stored in line with the UL Data Protection Policy. For more information, please see the Pre-Return-to-Work form [Information Sheet](#).

Updated 5.2 What social distancing measures will be in effect in all UL buildings?

Multi-occupancy indoor UL spaces will have room occupancy and social distancing guidelines indicated. A one-way system will be in place in corridors and stairwells. Capacities in multi-occupancy offices are based on 2m social distancing because it is anticipated that staff will be occupying these throughout their working day.

NEW 5.8 What are the guidelines for managing a suspected case of COVID-19 on campus?

Guidelines for managing a suspected case of COVID-19 on campus including a list of isolation rooms are available [here](#).

Updated 6.7 What provision is being made for students during their non-scheduled hours?

Social, study and group-working spaces are being identified for use by students around the campus subject to social distancing guidelines of 1m. Projections are that the vast majority of students will be fully vaccinated and consequently many of the issues related to congregation will be largely eliminated. UL Security will monitor usage.

Updated **6.10 Do I need to keep student attendance logs for contact tracing purposes?**

No. You should continue to use the [COVID-19 Tracker App](#).

6.13 What procedure is in place for students who cannot return to class or campus for health reasons?

The University recognises that some students for whom 'vaccination is medically contraindicated' may be unable to come to campus for face-to-face teaching, while others may have their attendance interrupted by requirements to self-isolate. In line with our commitment under the Plan for a Safe Return to 'make appropriate provisions for vulnerable...students and learners', module leaders are asked to ensure that their VLE sites (Sulis or Moodle) include the basic online support materials for their module – e.g., a lecture schedule, reading lists and materials, lecture notes, ppt slide decks or recorded lectures.

Updated **6.12 What do I do if a student refuses to wear a face-covering in a teaching space?**

You should ask the student to put on a face-covering, if they refuse, they should be requested to leave the class as a courtesy to the rest of the students. If a student refuses to comply, you may suspend the lecture or lab session at your discretion. You may wish to refer the student to the [Office of the University Advocate](#).

Updated **6.14 Are lecturers expected to record lectures or make recordings of lectures available for those absent students?**

As per the procedure above, lecturers are asked to make lecture material available in line with the guidelines contained in the [Provision of Learning Resources to Very high risk \(extremely vulnerable\) students Information Sheet](#).

NEW 6.15 How do I determine when it is appropriate to provide additional learning resources to vulnerable students?

A student must self-declare in writing (email) to their Module Co-ordinator that they are at a **Very high risk (extremely vulnerable)** from COVID-19 in line with Public Health guidelines detailed [here](#).

Face Coverings in University Buildings

A query came to the Space Management Committee (responsible for overseeing the Work Safely Protocol) about the requirement to wear face-coverings when teaching and it was reaffirmed that the University's guideline is to wear face-coverings in all indoor settings, except single occupancy offices.

The library will be open to all staff from Monday, but ID will be required to access. Students will need to use the booking system. Social distancing based on 1m will be in place.

Finally, can I recommend that you use the [COVID-19 SharePoint](#) site as the source for current information and documentation rather than downloading and storing documents from this site locally because the material there is updated regularly: just this morning a new version of the PPE Request Form has been uploaded.

Have a good weekend,

Eoin