

London South East Colleges - Student COVID Charter 2020/21

We are committed to working with you to provide a safe and secure learning environment that will enable you to progress into further learning, employment and work. Whether you are studying a foundation, vocational or higher-level course we expect you to make a full commitment to your studies and attend all of your timetabled sessions and progress reviews on site and online - working to the best of your abilities. For the academic year 2020/21 this will involve additional requirements from you and the College to ensure our teaching and learning environments are safe and secure for everyone.

Staying Safe and Protecting others

As a student you are expected to:

- Wear an appropriate face covering in communal areas and corridors and avoid congregating in corridors, entrances and exits.
- Respect social distancing of 1m or more across the College and in all settings and try to limit the number of areas you access when on site.
- Use the hand sanitiser on entry and wash your hands regularly and throughout the day.
- Avoid face-to-face contact, do not shout or sing and avoid all physical contact with staff and other students.
- Avoid sharing equipment - bring your own pen, paper and device where possible.
- Wear an appropriate face covering in the classroom or workshop when instructed to do so, or if you have particular medical reasons for wearing one.
- Obtain a disposable face covering from our Campus Support Team if you do not have one of your own.
- Obtain and display your exemption card If you are deemed to be exempt from wearing a face covering whilst on site and in communal areas.
- Dispose of all face coverings safely and refrain from leaving used face coverings in classrooms, toilets or other areas around College sites.
- Stay at home if you have any symptoms of COVID-19 and get tested as soon as possible.
- Bring your own food and drink when on site as facilities are now limited.
- Use the outside spaces especially created and provided for students to use.

As a student you can expect the College to:

- Ensure that students are wearing appropriate face coverings whilst in communal areas such as corridors, libraries, canteens etc
- Provide signage and guidance on the flow of students through corridors entrances and exits to avoid congestion
- Provide sanitisers at entry points and throughout College sites regularly maintaining and cleaning washing facilities.
- Continually monitor and take appropriate action with students who are not respecting social distancing requirements or wearing face coverings in communal areas as required.
- Provide specialist equipment where necessary e.g. for some vocational areas shared equipment like tools are provided and will be cleaned.

- In some practical and vocational lessons, you may be required to wear additional protective equipment and this will be provided for you.
- Provide disposable face coverings, if you do not have access to one, which you should keep safe and clean inside a plastic bag when not in use.
- Provide appropriate disposal units for face coverings around College sites.
- Provide food services for students but with reduced choice and a Grab-and Go-option.

Health and Wellbeing

As a student you are expected to:

- Follow the latest Government guidance here if you develop COVID-19 symptoms and feel unwell. Do not attend college. Get tested and, if positive, isolate for 14 days. Please advise us if you have tested positive.
- Do not attend college if a member of your family or household tests positive for COVID-19. You should follow Government guidance as above and isolate for 14 days at home.
- Access remote teaching and learning if you are not able to attend due to being in quarantine. Contact your course tutor and follow the guidelines provided to you at your induction.
- Use our normal absentee procedures if you are unable to attend the College at a time you have been scheduled to attend and provide a reason for your absence.
- Notify your tutor or the Safeguarding Team if you are pregnant or have underlying health conditions, so that they can advise or direct you to guidance on how to keep yourself safe.
- Contact our Safeguarding team if you feel anxious, worried or concerned about your personal safety and physical and emotional wellbeing.
- Contact a member of Campus Support immediately, if you feel unwell whilst at College.
- Adhere to Public Health England advice: Hands Face Space and Catch It, Bin It, Kill It.

As a student you can expect the College to:

- Communicate with you on any changes to Government guidelines.
- Provide support for you to continue to study if quarantined.
- Provide financial support to enable you to study at home - if applicable.
- Provide dedicated support for you on all safeguarding both physical and emotional health wellbeing, through our dedicated Safeguarding team.
- Direct you to advice and guidance on how to keep safe if you are pregnant or have underlying health conditions that make you more vulnerable.
- Provide support to you in accessing remote learning platforms and teaching - if applicable.
- Promote Public Health England advice: Hands Face Space and Catch It, Bin It, Kill It.

Getting to College

As a student you are expected to:

- Where a face covering at all times when travelling on public transport and abide by TFL rules.
- Sanitise your hands on arrival at the College and wash them regularly throughout the day.
- Walk or cycle to the College to avoid putting strain on the transport system.

As a student you can expect the College to:

- Provide financial support for students who need to use public transport - where applicable.
- Provide hand sanitising stations across the College sites with regular cleaning and maintenance of hand washing facilities.
- Provide safe and dedicated parking on site for cycles.

Local Lockdown

As a student you are expected to:

- Routinely check the College website and communication channels in the event of a local lockdown.
- Following your tutor's guidance on how to access remote learning platforms and portals in order to continue your studies.
- Communicate regularly with your tutor and/or the Safeguarding and/or Additional Learning Support (ALS) teams if you require support.

As a student you can expect the College to:

- Provide advice and guidance to you on local lockdown measures and what you need to do to continue accessing learning and support.
- Provide appropriate resources and support to enable you to access teaching and support.

Teaching and Learning - onsite and online

As a student you are expected to:

- Access learning materials online and via learning platforms to support your study.
- Agree to comply with your course timetable as appropriate and to actively engage in communication with your tutor when required both in face-to-face and online sessions.
- Advise us of any issues in relation to support you require in order to continue with your studies and if you are experiencing hardship and/or physical or emotional wellbeing issues.

As a student you can expect the College to:

- Provide access to online learning materials and platforms remotely.
- Provide access to a tutor and Safeguarding and Additional Learning Support if required and as appropriate.
- Provide support for equipment and devices where applicable and as required.

Equality, Diversity and Inclusion

As a student you can expect the College to:

- Respect that everyone is different and has different needs and requirements.
- Support us in supporting you and all students at the College to provide a safe and healthy learning environment on site and online.
- Recognise that different groups of students may be exempt or have special needs or conditions that make them more vulnerable or where exemptions apply.

As a student you can expect the College to:

- Ensure that all students have equal opportunities of support and access to teaching and learning.
- Provide a safe, healthy and accessible learning environment on site and online.
- To support students who are vulnerable with ongoing safeguarding, additional and financial support where applicable and available.

Please read related College Policies available on the College website here.