



The ordinance of the Rector of UMCS

The ordinance of the Rector of UMCS no 47/2020 of 1 June 2020 on the organization of conducting didactic classes in full-time mode at UMCS facilities in 2019/2020 academic year.

Pursuant to Article 23 in connection with Article 50 of the Act of July 20, 2018, Law on Higher Education and Science (Journal of Laws of 2020, item 85) *it is ordered as follows:*

§ 1

1. Doctoral students, post-graduate students and students of other forms of education, apart from the academic teacher, may participate in the didactic classes implemented after June 1, 2020 in the full-time mode.
2. In the case of laboratory classes, technical employees taking part in the teaching process may also participate.

§ 2

The following persons may not participate in the classes referred to in § 1:

- 1) in quarantine or isolation;
- 2) living with a person in quarantine or in isolation;
- 3) having symptoms characteristic of COVID-19 (cough, runny nose, shortness of breath, muscle pain).

§ 3

1. Before commencing didactic classes, persons participating in them, are required to complete a questionnaire, constituting Annex 1 to this ordinance.
2. Persons who will participate in the didactic classes should have their body temperature measured at the entrance to the building. Measurement indicating an elevated temperature prevents entry into the building.

§ 4

Before classes, persons conducting them should familiarize participants with the basic information on possible ways of preventing coronavirus infection. Materials to download from the Chief Sanitary Inspector website: <https://gis.gov.pl/aktualnosci/przydatne-materialy-o-koronawirusie/>.

§ 5

1. Class participants may stay in the building only in places designated for them.
2. Persons participating in the classes should use personal protective equipment in the form of gloves, masks or face shields, if this does not prevent the performance of the classes.

3. Before entering the rooms where classes are to be conducted, all participants are required to disinfect their hands with an alcohol-based (min. 60%) disinfectant liquid, according to the instructions for proper hand disinfection.
4. A participant may only use their own accessories. Borrowing and transferring items between participants is prohibited.
5. During the break, class participants can leave the building and go to an open space, keeping a distance of 2 meters.

§ 6

1. Seats should be arranged in such a way that a minimum distance of 2 meters in each direction is kept between the people.
2. If it is not possible to ensure adequate distance between participants due to their large number, the groups should be divided into smaller ones or larger room should be provided.
3. In the case of laboratory classes, work stations should be organized in such a way as to ensure a distance of 2 metres between the participants of the classes, reduce the size of the group or separate individual positions with partitions, e.g. from plexiglas.
4. If during the exercise, due to its nature, the distance referred to in paragraph 1 cannot be kept between the student and the employee the time of such contact should be minimized, along with all safety rules.

§ 7

1. Didactic rooms should be regularly ventilated, including before classes, at least every hour during classes.
2. Working surfaces as well as seats and touch areas should be disinfected after each class.
3. Ongoing disinfection of the toilets should be conducted.
4. In hygienic and sanitary rooms, it is recommended to display instructions for proper hand washing and instructions for proper hand disinfection should be placed nearby dispensers with disinfectant liquid.
5. Before and after classes, the equipment used during classes, including the personal equipment of class participants, should be disinfected.
6. The entrance door to the rooms, in which classes are taking place, should be open or secured against closing in order not to touch door handles with hands while entering or leaving the room. Door handles and doors should be regularly disinfected.
7. On entrance door to every room, bilingual information about the maximum number of people who can stay in it, should be placed.

§ 8

1. Participants should limit the number of items taken with them to classes, such as computers, backpacks, bags and outerwear. Telephones should be turned off and not used during classes.
2. While waiting for the classes to start, participants should avoid gatherings, keep a distance of 2 meters and cover their mouth and nose.
3. In the building where classes are carried out, a room equipped with personal protective equipment and disinfectant fluids should be designated and prepared. In this way it will be possible to isolate the person in the event of disease symptoms. The appropriate sanitary and epidemiological station or medical services should be informed about this situation.
4. In every university didactic unit, telephone numbers to sanitary and epidemiological stations and medical services should be prominently displayed.

§ 9

The deans of faculties and heads of general university units in which teaching classes are carried out may introduce the necessary detailed rules of conducting teaching classes in full-time mode.

§ 10

The ordinance shall become effective on the day of signature.

REKTOR

prof. dr hab. Stanisław Michałowski

QUESTIONNAIRE

.....
(name of employee / student)

- | | | |
|---|-----|----|
| Have you been abroad in the last 2 weeks? | YES | NO |
| Has any member of your household been abroad during the last 2 weeks? | YES | NO |
| Are you or someone in your family currently quarantined? | YES | NO |
| Do you currently have symptoms of infection?
(fever, runny nose, cough, muscle aches, sore throat, rash, other unusual) | YES | NO |
| Does anyone in your family have any symptoms of infection now or has anyone in your family had any symptoms of infection in the last 2 weeks? | YES | NO |
| Do you take medicines to lower your body temperature?
(containing paracetamol, ibuprofen, acetylsalicylic acid or derivatives) | YES | NO |

I declare that I have read the security rules in force at UMCS
(<https://www.umcs.pl/pl/koronawirus-informacje,18993.htm>) during the COVID-19 epidemic
and the rules for organizing classes at the Faculty/
Institute..... effective from 1
June 2020.

I declare that all data provided by me are true and accordance with the facts.

I declare that I participate in the didactic classes voluntarily, I am aware of current threats and I will not direct any claims to UMCS.

In case of any changes in relation to my answers that will occur after completing this questionnaire, I undertake to immediately inform the Faculty / Institute authorities about this fact.

.....
date and legible signature of the employee / student