

## **Management of the emergency caused by COVID-19 Vademecum for the University College “Cristo Re”**

*“The University Residences intend to ensure hospitality in order to continue contributing to the growth of the person and the development of transversal skills by taking appropriate security measures”.*

**(ACRU)**

### **INFORMATION FOR GUESTS**

Each member of the community must know and apply the rules and the correct behaviour described below, working to ensure the health and safety of themselves and of all other members.

The entire community present in the Residence and anyone who enters the facility is informed about the provisions in force through ad hoc communications and the posting of information leaflets.

### **PERSONAL HYGIENE PRECAUTIONS**

Daily cleaning and regular sanitation of rooms, common areas and leisure areas are ensured.

Each student is required to contribute to the maintenance of cleanliness and sanitation.

Suitable detergents are made available such as, for example, specific dispenser with sanitizing liquid in easily identifiable places. However, all students are recommended to frequently wash their hands with soap and water.

Guests are warmly invited to respect the hygiene of their room with particular attention and frequency.

### **PERSONAL PROTECTIVE EQUIPMENT**

Within a "closed community" the adoption of hygiene measures is of fundamental and primary importance to ensure personal and community health. Some particular situations may require the use of personal protective equipment.

Masks should be used in accordance with current regulations and World Health Organization guidelines. If it is not possible to maintain the interpersonal distance greater than one metre - as it is requested - the use of masks and other protective equipment is still necessary.

### **USE OF COMMON AREAS**

For the use of dining rooms, study room, kitchen, laundry, etc. it is necessary to provide use of masks, appropriate interpersonal spacing and turnover.

Each student is required to contribute to keeping spaces and furniture (e.g. tables, chairs, etc.) clean, especially when using them. The availability of products for sanitizing hands and the surfaces used is guaranteed.

Particular attention must be paid to the use of kitchen, in which each student is responsible for hygiene, proper food storage and careful cleaning of the dishes and utensils used.

In the kitchen, cleaning and sanitizing service is enhanced and there are tools available to everyone (e.g. detergent for cookers, sinks and tables etc.).

Before and after the use of the vending machines, it is compulsory to disinfect one's hands with the appropriate hydro-alcoholic solutions present in the premises. The daily cleanliness of the keypads of the beverage and snack vending machines is guaranteed with special detergents.

### **HOW TO MAKE A FIRST RETURN TO THE FACILITY**

Each student who intends to return to the facility must first fill out and send in advance to the Management of the University Residence a Statement describing the aspects related to symptoms, quarantine periods, risks, contacts and relationships of the last period related to contagion, presumed or actual, by COVID-19 (Document 1).

Students who have already tested positive for COVID-19 infection must also enclose a medical certificate showing that the swab has been "negatized" in the prescribed way issued by the relevant territorial prevention department.

Upon entering the facility, the student must confirm that there is no variation with respect to what was previously declared and will be subjected to body temperature measurement. Submission of Digital Green Certificate COVID-19 (DGC) is required, except in case of certified exemption.

After the first entering, in case of subsequent prolonged absence from the facility of more than 3 days, a statement shall be resigned in which it is attested that there is no symptomatology attributable to COVID-19 infection, and that during the last 15 days there has been no contact with persons tested positive for COVID-19 and has not been tested for COVID-19 with positive result (Document 2). In case of absence of more than 10 days, the Statement of Health Status must be presented again (Document 1). In both cases, upon return to the facility, must be exhibited again to the staff responsible for the Digital Green Certificate COVID-19 (DGC).

### **STAY IN THE FACILITY**

Each student, resident outside the Veneto Region, is suggested to choose her own temporary doctor from the Azienda Ulss 6 Euganea's list of doctors for off-side students.

Each guest will be subjected to daily temperature measurement.

If the temperature is equal to or higher than 37.5°, the guest will be asked to return and stay in her room. She will then make immediate contact with the reference doctor of the facility and/or with her general practitioner (or temporary doctor) in order to be able to receive indications regarding self-isolation in quarantine, any therapy to be followed and the need to alert the competent health authorities.

### **EXIT FROM THE FACILITY**

The exits shall be justified by the need and, in any case, following current regulations. Those who go out must scrupulously observe responsible behavior for the protection of their own health and that of the other persons present in the facility.

Those who go out must make use of a mask and other personal protective equipment that may be necessary, paying particular attention both to the use of public transport, to meeting other people and visiting other places.

### **EXTERNAL VISITORS ENTRY TO THE FACILITY**

Access to external visitors, be they family, friends or acquaintances, is to be considered excluded apart from exceptional reasons and subject to authorization by the Management.

If authorized, they will have to comply with all the rules provided for internal guests; students are co-responsible for the behavior adopted by those who enter the facility to visit them and will have to ensure compliance with the rules.

When entering the facility, external visitors must:

- wear a mask and other necessary personal protective equipment.
- Be subjected to body temperature control, which may not exceed 37,5° and provide immediate cleaning of hands according to the instructions provided by the Ministry and the WHO;
- Sign a special visitors register for the tracing of presences within the structure, which will be kept according to the law.
- Go to the limited and defined areas near the entrance, used for this purpose only, which will be sanitized daily. It is forbidden to go to any other room in the facility.
- Use dedicated toilets which will be sanitized on a daily basis. It is absolutely forbidden to use the toilets for students.

### **SUPPLIERS/EXTERNAL PERSONNEL ENTRY TO THE FACILITY**

For the access of suppliers and external personnel, entry, transit and exit procedures are identified, using predefined modes, routes and timing. If possible, the drivers of the means of transport must remain on board their vehicles and, for the necessary loading and unloading activities, the carrier must wear the appropriate personal protective equipment and adhere to the strict interpersonal distance of 1.5 metres.

Suppliers and external personnel, compatibly with the tasks entrusted to them, are only allowed access to limited areas of the facility.

Toilet facilities dedicated to them must be identified and ensured adequate daily cleaning, as it is absolutely forbidden to use those intended for students.

### **ORGANIZATION OF MEETINGS/EVENTS**

Within the facility events and face-to-face meetings are managed according to the current regulations for the containment of the contagion from COVID-19 and are organized according to the required safety procedures.

### **MANAGEMENT OF A SYMPTOMATIC PERSON**

In case of symptoms the student must:

- Immediately report to the Management that develops a fever equal to or higher than 37.5° and/or symptoms of respiratory infection.
- Remain isolated in her room. She will then make immediate contact with the reference doctor of the facility and/or with her general practitioner in order to be able to receive indications regarding self-isolation in quarantine, any therapy to be followed and the need to alert the competent health authorities.
- Await the activation of the necessary procedures for the safe management of meals delivery outside the room door, for the collection of the dishes used and other daily needs.
- Identify any "close contacts" of the person whose swab has been found positive for the COVID-19 in order to allow the application of the necessary and appropriate quarantine measures.

If deemed appropriate, the person can return to her home using only a vehicle of her own.

### **COMMITMENT TO COMPLY WITH SAFETY PROCEDURES**

In occasion of the signature of the contract will be demanded the subscription from the student of the commitment to fully comply with the rules contained in this *Vademecum – Management of emergency caused by COVID-19*.

These rules are to be considered supplementary and, where they provide a greater guarantee than the current health emergency, they are to be considered superseding the regulations already in place for life inside the facilities.

**The Management**