**UNIVERSITY OF LIVERPOOL**

**HEALTH AND SAFETY GUIDANCE FOR UK VISITORS DURING COVID-19 PANDEMIC**

**INTRODUCTION**

The University of Liverpool is committed to ensuring that all visitors to our campus during the COVID pandemic are safe and do not present a risk to our staff and students. The measures we have introduced will aim to keep you safe when on campus whilst protecting others around you.

**KEY SAFETY MEASURES**

The Government has now implemented its “living with covid” plan which now means that the final remaining legal covid restrictions have been removed. The University still has some covid measures in place so before you arrive on site, please familiarise yourself with our basic COVID-19 safety measures. The person you are meeting on site will discuss these with you. We ask that you adhere to these and any further site-specific rules at all times when on our campus and inside our buildings:

* COVID-19 symptoms – we ask that you do not come to our site if you display any of the three main COVID-19 symptoms, i.e. a new or persistent cough, a high temperature or a loss of taste and smell. In addition to these common symptoms, you should also not attend site if you are suffering from any of the following (evidence now suggests that these may also indicate COVID):

Diarrhoea

Persistent headache

Fever and chills

Shortness of breath/difficulty breathing

Fatigue

Muscle or body aches

Sore throat

Congestion or runny nose

Nausea/vomiting

If you find yourself in this position, please inform your University contact that you will not be attending site. The Government advise that if you have any of these symptoms you should stay at home for at least 5 days or until you feel well enough to carry out your normal day to day activities after that time.

* If you start to notice these symptoms when on site, please leave the site immediately and when you are able to, please let your University contact know.
* If you have been in contact with someone you live with and who has tested positive, you are allowed to come onto campus, but you must maintain social distancing and wear a face covering. Any other contact with a positive case, we ask that you follow basic infection control rules including good hand hygiene and use of face coverings in congested, enclosed spaces.
* Plan your travel – please be aware that we have limited visitor car parking on our premises.
* Face coverings – in line with local Health Protection advice and Liverpool NHS Trust advice, face coverings are still recommended when in enclosed, congested areas. Outside of these areas, face covering use will be down to personal preference but please note that you may be asked in specific areas to wear one to protect vulnerable people. Your contact will advise you if you will need to wear one. If you choose to wear one, we ask that you bring your own face covering to site. If you forget or lose your face covering on site, we do try to provide disposable face coverings at entrances however this cannot always be guaranteed. If you are unable to wear a face covering, the University has agreed that in these situations, a visor can be worn as an alternative to a face covering. You will be expected to wear a sunflower lanyard or carry a card IF you cannot wear a face covering or visor.
* COVID testing – in line with Government advice, we no longer ask people to regularly test before coming onto campus. However, if you have access to lateral flow test kits and want to do this for your own piece of mind, please feel free to continue to test. The University no longer offer free lateral flow test kits.
* Building access – please do not enter a University building without alerting a member of staff that you are on site or having a member of staff to supervise you. In addition to meeting a member of staff, you may also be asked to sign in before you undertake your work.
* Social distancing – as a rule, we no longer ask people to socially distance however we do ask that you respect any request from vulnerable or anxious staff to move away from them.
* One-way systems – we have removed the vast majority of one way systems in our buildings. You supervisor or staff member will tell you if any remain and which routes to take.
* Pinch points – please be aware when moving around the building. When you have to pass through corridor doors, give other people enough space to pass comfortably.
* Moving around buildings – if there are no one-way systems in place, there are no rigid rules about how to move around buildings. All we ask is that you take sensible precautions and respect the views of others who may be more vulnerable and anxious about close contact.
* Keeping hands clean -there will be numerous hand sanitising stations around the building you are visiting. Please use these regularly.
* Toilet facilities – toilets no longer operate a one-in one-out system but please be mindful of other users and respect their wishes if they feel uncomfortable with you being in the same space.
* Use of lifts – you do not have to socially distance in lifts however, as with the above, please be mindful of other users and respect their wishes if they feel uncomfortable with you being in the same space. We recommend that after using a lift, you should sanitiser your hands at the next sanitising station.
* Food and drink – there are no restriction on eating and drinking on campus.
* Cleaning wipes – although there are some cleaning stations located in buildings, you may want to bring your own hand cleaning wipes as an extra precaution.
* Housekeeping - Please ensure that after your visit you do not leave any items behind. Any rubbish generated must be taken away with you.
* If the fire alarm sounds when you are in a building, please leave via the nearest exit and make your way to the assembly point. Fire safety overrides any COVID measures and we ask that the leave the building promptly and make your way to the assembly point where you will be given further instructions.
* When your visit is over – please ensure that before you leave you notify your main contact. If you have signed in please remember to sign out.
* Health and safety concerns – where endeavour to maintain our COVID safety standards however if you have any concerns for your welfare when on site please inform your main contact or another member of staff immediately and we will address the issue promptly.