

## ADVISORY FROM THE LORETO COLLEGE COVID CARE COMMITTEE

1. **Thermal Scanning** will be done at the main gates
2. **No mask, no entry** policy will be followed. Only N-95/disposable surgical masks to be used on campus
3. **No mask, no class** policy will be followed. Masks must be worn at all times
4. Sanitize hands frequently. Do not forget to carry your own sanitizer which you will have to use when you commute and in case you are sensitive to certain compositions of hand sanitizing liquids.
5. **Adequate social distancing** has to be followed. No gathering, crowding will be allowed
6. Carry your own water bottle and other personal items like pens. Refrain from sharing such items
7. **Self-disclosure** will be encouraged among students, faculty and non-teaching staff if they find symptoms or are tested positive
8. No Covid positive person or student would be allowed to enter the college premises. **Symptomatic persons** also will not be allowed to enter the college.
9. An **Isolation Room** (Room No. 212) for exigencies has been created. The committee will follow up should there be Covid positive staff/students, so that prompt action can be taken by the authority.
10. Canteen will be opened with special arrangements maintaining protocols. **Only 2 students per table** would be permitted to sit in the canteen. **Packet food** will be served.
11. **Signages, helpline numbers** will be posted on every floor.
12. Students will be instructed by the Covid Care Committee to follow strict Covid protocols to prevent infection. The **Covid Care Committee will meet the students, support staff and faculty periodically** to ensure that the above are meticulously followed and **maintain records of these meetings**
13. Classes will be on **alternate days** –  
UG 5<sup>th</sup> Semester – Mondays, Wednesday, Fridays  
UG 3<sup>rd</sup> Semester – Tuesdays, Thursdays, Saturdays  
PG 3<sup>rd</sup> Semester – Wednesday, Fridays  
PG 1<sup>st</sup> Semester – Tuesdays, Saturdays  
B. Ed. 1<sup>st</sup> Semester – Mondays, Wednesday, Fridays
14. The Covid Care Committee will **contact the Government hospital** for all kinds of medical emergencies and requirements. In case of emergency the Committee will act promptly.
15. Students can **contact the Committee** members as and when required. Students will be

provided the mail id, and the contact no. of the Covid Care Committee members.

16. In order to maintain social distancing among the **students** during their free classes and Break time the **designated rooms/ areas** that have been identified will be – the Common Room (Room No. 203), the Canteen (Room No. G1), the lawn and the benches in the compound.
17. The library will prepare a special roster in order to ensure that no more than 20 students are in the library at a time.
18. In order to maintain social distancing among the faculty during their free classes and Break time 4 designated rooms have been identified – the Staff Room, the Staff Study, the IQAC Room and the B.Ed./M.A. Staff Room
19. The Covid Care Committee will ask the **Heads of Department and the faculty** to keep watch on **daily attendance of students and follow-up absentees of two or more consecutive classes.**
20. The Covid Care Committee has requested the Heads of Department to receive soft copies of **Covid Vaccination Certificates** and **Consent Letters from Parents/ Guardians** of the students of the respective Departments and to maintain soft copy records of these. All students coming into College for offline classes will drop hard copies of both the Vaccination Certificate and Consent letters into Drop boxes placed on the first floor of the College building by 24.11.2021.

**Your co-operation is solicited to maintain a safe environment**