

RETURN TO WORK PROTOCOLS AND PROCEDURES

IN PREPARATION OF RETURNING TO CAMPUS

Staff members are required to read and where necessary, complete the following documents before returning to campus.

EMPLOYEES



Induction presentation



Worker risk assessment

LINE-MANAGERS



Memo: Chairperson of the Workstream for Campus Operations and COVID-19 Compliance Manager



Toolkit: Institutional Committee for Business Continuity



Workplace Plan



Walk-through risk assessment



Management of visitor access to department

DAILY SCREENINGS

Staff members are required to complete daily screenings before travelling to campus. The results of the daily screenings must be made available to your line-manager and be available at any time.

Please note: If you are unwell, do not come to campus. Inform your line-manager immediately.

The screening tools can be accessed via:

[Online](#)

[Employee Screening Questionnaire](#)

PRECAUTIONS ON CAMPUS

Staff members are urged to take the following precautions against all pathogens:

Get a flu vaccination | **Understand the risk of illness** | Assist with **contact tracing** (if required) | Participate in COVID-19 workplace awareness and support activities (including access to **psychological support**)



WEARING OF MASK

Wearing of a cloth mask is mandatory and where required, additional appropriate personal protective equipment must also be worn.