

**Announcement of the Dean of the Faculty of Chemistry
of the University of Wrocław
of 9 June 2020**

on conducting laboratory classes at the Faculty of Chemistry

I hereby inform that in connection to the [Announcement of the Rector of the University of Wrocław of 22 May 2020 on the procedure of handling a suspected SARS-Cov-2 case and the prevention of the spread of COVID-19 among the members of the community of the University of Wrocław](#) and the letter of the Chief Sanitary Inspector to Deputy Minister Prof. Wojciech Maksymowicz on the requirements necessary to ensure the safety of students and staff when conducting classes <https://www.gov.pl/web/nauka/zalecenia-dotyczace-zapewnienia-bezpieczenstwa-organizacji-zajec-laboratoryjnych-i-klinicznych-na-studiach>, the following rules for organising practical classes (laboratory classes, apprenticeships which cannot be conducted using distance learning techniques) have been introduced at the Faculty of Chemistry. All members of staff, PhD students and students of the Faculty are obliged to adhere to those rules within the scope of their duties.

Class participants

1. Only healthy persons who do not show symptoms indicative of an infectious disease may attend classes. The students, teachers, and other employees who are ill, live with a person undergoing quarantine or placed in home isolation or who have been placed under quarantine or in home isolation themselves cannot participate in classes. Before the commencement of classes the students deliver to the instructor an appropriate declaration (Annex No. 1).
2. No persons other than the students and employees can stay inside the classroom.
3. One should not bring non-essential items, including mobile phones, to classes.
4. Each person, if possible, uses their own office supplies/items necessary to efficiently conduct and attend classes. The supplies/items cannot be shared.
5. The students should have their own drink bottles, and during breaks they may eat food they brought in.
6. It is allowed to leave the building where classes take place or occupy it during breaks if it is possible to observe social distance prescribed by law, at least 1,5-2 metres from the other person.

Individual protection rules

1. While waiting to enter the classroom the students should maintain at least 1,5-2-metre distance to each other and cover the mouth and nose.
2. Only persons wearing face covering over their mouth and nose (disposable or cloth face mask, face shield for persons who cannot cover their mouth and nose with a mask for health reasons) can attend classes.
3. The face covering rule must be observed in the entire building where classes take place. If for any reason the face covering needs to be removed, maintaining 2-metre distance to others is essential.
4. The teachers conducting classes must also cover their mouth and nose with a mask or a face shield.
5. Before entering the laboratory where classes are about to take place, the participants should thoroughly wash their hands with soap and water and disinfect them, and then put on disposable gloves.
6. The University provides disinfectant and gloves.

Indoor safety rules

1. Before classes the students are obliged to read basic information on the methods of preventing the coronavirus infection (provided in Annex No. 2). They should get access to telephone numbers of the sanitary and epidemiological station, nearest infectious diseases ward, medical services, or the National Health Fund hotline (provided in Annex No. 3).
2. Before entering laboratory rooms and classrooms the students should get access to disinfectant (alcohol-based, min. 60%) and the information on the obligation to use it by all persons entering the room should be displayed. It is recommended to distribute the instruction on the correct disinfecting technique.
3. Seats should be organised in a way allowing to keep at least 1,5-2 metre distance between them in every direction.
4. If ensuring the proper distance between the students is impossible due to their number, the group should be divided into smaller ones or a bigger classroom should be used, if possible.
5. In the case of laboratory classes workstations should be organised in a way allowing to keep at least 1,5-2-metre distance between the students (**every second table**), and if it is impossible, the group should be reduced. The students carry out their exercises individually (**cannot work in subgroups**).

6. The classroom doors and all interior doors leading to spaces used by the students shall remain open, if possible, in a way that prevents users from touching them. If for safety reasons the doors cannot remain open, door handles/handles and touch surfaces should be regularly disinfected.
7. The classrooms should be regularly ventilated, including before the classes and at least once per hour during classes.
8. A place to leave personal items – backpack, bag, jacket, phone, etc. - before entering classes should be provided, e.g. lockers, or a separate room with e.g. plastic bags in which the students will put their personal belongings. Proper safety measures (social distance, covering mouth and nose) should be ensured while the students are leaving and collecting their items.
9. The proper handwashing hygiene instructions shall be put on display in sanitary and hygiene rooms near the laboratories, and the proper disinfecting instructions - near the disinfectant dispensers.
10. The **seminar classroom 120 B** in the building of the Faculty of Chemistry (equipped, among others, with personal protection equipment and disinfectant) shall be the isolation room if a suspected case emerges. The person showing the symptoms of the illness will be able to wait in room 120 B, while maintaining proper distance, until individual transport to either the place of their residence (where they will receive remote health advice) or to the infectious diseases ward is organised.

Additional safety rules

1. The teachers must read the information on ensuring biological safety while conducting classes (provided in Annex No. 2, can also be obtained in the Department of Occupational Health and Safety and Fire Protection of the University of Wrocław – telephone and address can be found in Annex No. 3).
2. The students assembling into groups before, during, and after classes should be avoided. In order to do so, one may, for example, inform the students beforehand about the safety measures and expected behaviour, organise the process of entering the classroom in a way that prevents the students from forming groups (e.g. at different time intervals), instruct them to share comments after classes using social media.

Procedure of handling a suspected case of an employee, a student or a PhD student

1. If the class participant is showing worrisome symptoms of an infectious disease, s/he is immediately excluded from the class, isolated in a specially prepared separate room (**room 120 B**), keeping at least 2-metre distance from other persons.
2. If the health condition of the person remaining in the isolation room does not require assistance of the ambulance crew, s/he should go home using an individual mean of transportation (e.g. one's own), remain there, and use remote health advice.
3. If the condition of the person remaining in isolation worsens, one should call an ambulance in order to transport the individual to the nearest infectious diseases ward. The event is immediately reported to the district sanitary and epidemiological station which shall conduct a preliminary epidemiological inquiry.
4. Procedure of handling a suspected coronavirus infection case:
 - 1) the staff and students should be instructed that staying home is mandatory if they are showing any worrisome symptoms. They must remain there and contact a physician in order to receive remote health advice, or contact a sanitary and epidemiological station or an infectious diseases ward (information provided in Annex No. 3), and if their condition worsens, they should call 999 or 112 and inform they may be infected with the coronavirus. The staff member suspected of a COVID-19 infection caused by the SARS-Cov-2 virus is obliged to immediately inform the immediate superior about this fact (via e-mail or phone).
 - 2) it is recommended to monitor information provided by the Chief Sanitary Inspector (www.gis.gov.pl) and the Minister of Health (<https://www.gov.pl/web/koronawirus>), and the applicable law regulations (information provided in Annex No. 4).

Procedure of handling a suspected case of a SARS-Cov-2 infection of an employee, a student or a PhD student showing the symptoms of the illness while they are remaining at the premises of the University of Wrocław

1. The person should be immediately isolated in a separate room (**room 120 B**) or other designated area while ensuring 2-metre distance to other persons, and the District Sanitary and Epidemiological Station in Wrocław (address and telephone number provided in Annex No. 3) should be immediately contacted.

2. Transfer the person to the nearest infectious diseases ward, that is Jan Gromkowski Provincial Specialist Hospital in Wrocław (address and telephone number provided in Annex No. 3).
3. Call an ambulance if the health condition of the person showing the symptoms of a SARS-CoV-2 infection worsens, in order to transfer the individual to the nearest infectious diseases ward, and immediately report the event to the District Sanitary and Epidemiological Station which shall conduct a preliminary epidemiological inquiry.
4. Thoroughly clean the area where the person suspected of the infection moved, including disinfecting touch surfaces (door handles, handrails, handles).
5. Report the event to the immediate superior and to the Department of Occupational Health and Safety and Fire Protection (address and telephone number provided in Annex No. 3), which shall pass the information to the State Sanitary Inspectorate.
6. Draw a list of persons remaining in the same part/parts of the building at the same time as the individual suspected of the infection, which will help the State Sanitary Inspectorate conduct an epidemiological investigation.
7. In urgent cases contact the immediate superior or the Department of Occupational Health and Safety and Fire Protection at the University of Wrocław (address and telephone number provided in Annex No. 3).

Dean of the Faculty of Chemistry
of the University of Wrocław
Prof. Anna M. Trzeciak

.....

Name and surname

.....

Degree programme/year of studies

DECLARATION

I hereby declare that while joining the class (name)

..... on

- I am healthy and not showing symptoms indicative of an infectious disease,
- I am not under quarantine or placed in home isolation,
- I have not remained at home with a person undergoing quarantine or placed in home isolation,
- I have read the Announcement of the Dean of the Faculty of Chemistry of the University of Wrocław of ... June 2020 on the rules for conducting laboratory classes at the Faculty of Chemistry.

.....

student's signature

Basic information and safety rules

Resources: *Community-based guidelines for the partial reopening of the universities*
<https://www.gov.pl/web/nauka/srodowiskowe-wytyczne-w-zwiazku-z-czesciowym-przywracaniem-dzialalnosci-uczelni>

The SARS-CoV-2 virus has spread to many different countries, and the outbreak of the disease caused by the infection with the pathogen COVID-19 was declared a public health emergency of international concern. In order to effectively mitigate further spread of the virus and minimise the consequences of the epidemic it is recommended that higher schools introduce precautions adequate to the given situation. They should prevent the spread of COVID-19, and simultaneously protect the students, PhD students, and staff members of the universities. Current information on the epidemiological situation in the country are available at <https://gis.gov.pl/>.

COVID-19 is a disease caused by a new strain of SARS-CoV-2 coronavirus. The acronym comes from „CO” – corona, „VI” – v, and „D” – disease. At the beginning the disease was described as the „new 2019 coronavirus” or „2019-nCoV”.

The virus causing COVID-19 is a new virus related to the same family of viruses as the severe acute respiratory syndrome (SARS), Middle East respiratory syndrome (MERS), and some types of colds (alfa coronaviruses –NL63 and 229E and beta – HKU1 and OC43). The typical symptoms include fever, cough, and difficulty breathing, less frequently – rhinitis, sore throat, loss of smell and taste. In more serious cases the infection may cause interstitial pneumonia with accompanying breathing difficulties. It may sometimes lead to death. The symptoms are similar to the flu or a cold, illnesses that are much more common than COVID-19. For this reason testing is required to confirm or rule out a COVID-19 infection.

The virus spreads through direct contact with upper respiratory droplets of the infected person (generated by coughing and sneezing). It is also possible to get infected by touching the infected surfaces and then face (eyes, nose, mouth). The virus causing COVID-19 may survive on the surfaces for several dozen hours, but simple disinfectants can deactivate it.

Seniors and persons with chronic conditions, such as diabetes and heart diseases, are most at risk of the severe form of this illness. Because the virus is new, we still do not know how it affects children and adolescents. No COVID-19 vaccine is currently available. We can

only treat the symptoms, just as we do in the case of flu-like infections. Works on effective antiviral drugs are in progress, as are several clinical trials.

Similarly as in the case of other upper respiratory infections, such as the flu or a cold, public health protection measures (everyday preventative measures) are crucial to slowing down the spread of the disease:

- staying home if sick
- when sneezing or coughing, covering mouth and nose with a flexed elbow or a tissue which should be immediately disposed of
- washing hands frequently using soap and water
- cleaning frequently touched surfaces and items.

It is recommended to read the information published at the UWr website:

<https://uni.wroc.pl/koronawirus-komunikaty-i-zalecenia/>

Telephone numbers:

- nearest sanitary and epidemiological station: District Sanitary and Epidemiological Station in Wrocław, ul. Kleczkowska 20 50-227 Wrocław, e-mail: psse.wroclaw@pis.gov.pl.

CORONAVIRUS hotline, Monday to Friday from 7:30 AM to 8 PM: 693 900908, 781 400199, 887 811060.

- nearest infectious diseases ward: Jan Gromkowski Provincial Specialist Hospital, ul.

Koszarowa 5, 51-149 Wrocław. CORONAVIRUS hotline, available every day from 8 AM to 8 PM: 571 356746, 519 338486.

- health services: 999, 112 – National Health Fund hotline: 800 190590

- Department of Occupational Health and Safety and Fire Protection of the University of Wrocław (71 375 24 89, 71 375 29 22).

Legal acts connected to COVID-19

Resources: *Community-based guidelines for the partial reopening of the universities*

<https://www.gov.pl/web/nauka/srodowiskowe-wytyczne-w-zwiazku-z-czesciowym-przywracaniem-dzialalnosci-uczelni>

Databases of domestic legal regulations, current information and recommendations are available at:

<http://www.dziennikustaw.gov.pl/DU>

<http://isip.sejm.gov.pl/isap.nsf/ByYear.xsp?type=WDU&year=2020>

<https://www.gov.pl/>

<http://www.gis.gov.pl>

Acts:

- act of 2 March 2020 on extraordinary measures aimed at preventing and combating COVID-19, other infectious diseases and emergencies they cause

<http://www.dziennikustaw.gov.pl/DU/2020/374>

- act of 31 March 2020 on amending the act on extraordinary measures aimed at preventing and combating COVID-19, other infectious diseases and emergencies they cause, and certain other acts

<http://www.dziennikustaw.gov.pl/DU/2020/568>

- act of 16 April 2020 on special instruments of support in connection with the spread of SARS-CoV-2

<http://www.dziennikustaw.gov.pl/DU/2020/695>

- Regulation of the Council of Ministers of 2 May 2020 on introducing specific restrictions, rules and bans in connection with the epidemic

<http://dziennikustaw.gov.pl/DU/2020/792>

Legal acts of the Minister of Science and Higher Education:

- Regulation of the Minister of Science and Higher Education of 23 March 2020 on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19

<http://www.dziennikustaw.gov.pl/DU/2020/511>

- Regulation of the Minister of Science and Higher Education of 25 March 2020 amending the

regulation on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19

<http://www.dziennikustaw.gov.pl/DU/2020/528>

- Regulation of the Minister of Science and Higher Education of 9 April 2020 amending the regulation on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19

<http://www.dziennikustaw.gov.pl/DU/2020/643>

- Regulation of the Minister of Science and Higher Education of 24 April 2020 amending the regulation on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19

<http://www.dziennikustaw.gov.pl/DU/2020/741>

- Regulation of the Minister of Science and Higher Education of 21 May 2020 amending the regulation on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19

<http://dziennikustaw.gov.pl/DU/2020/911>

Legal acts of the Rector of the University of Wrocław

- Ordinance No. 62/2020 of the Rector of the University of Wrocław of 20 May 2020 on the conditions for completing 2019/2020 academic year in degree programmes and in postgraduate and PhD studies

https://bip.uni.wroc.pl/download/attachment/24023/nr-62_2020-z-dnia-20052020-r-zdalne-egzaminy-i-sesja.pdf

- Ordinance No. 63/2020 of the Rector of the University of Wrocław of 22 May 2020 on the rules of operation of the University of Wrocław between 25 May and 31 July 2020

https://bip.uni.wroc.pl/download/attachment/24029/nr-63_2020-z-dnia-22052020-praca-po-25052020-r.pdf

- Announcement of the Rector of the University of Wrocław of 22 May 2020 on the procedure of handling a suspected SARS-Cov-2 case and the prevention of the spread of COVID-19 among the members of the community of the University of Wrocław

<https://bip.uni.wroc.pl/download/attachment/24030/z-dnia-220520-komunikat-covid19.pdf>