

Covid Secure Policies for the School of Law at Queen Mary University of London

Last updated: 17 September 2021

The following policies are effective from 1 September 2021 until further notice and apply to the School of Law buildings at the Mile End campus (Department of Law), as well as the Lincoln's Inn Fields campus (Centre for Commercial Law Studies). Please note that some aspects may differ from the wider policies for QMUL.

1. **Face coverings** - All staff and students, except those with medical exceptions, will be expected to wear face coverings covering their mouth and nose when circulating in buildings. This includes corridors, lecture rooms, classrooms, offices, and common areas. Face coverings are also expected during all teaching and School of Law activities across QMUL campuses, and while in lecture theatres, classrooms and public offices. Masks are available upon request from the main reception desks of the Undergraduate Office of the Law building or the front desk of CCLS.

Students must have approval from the Senior Tutor, LLM Director, or CCLS School Manager or Head of the Department of Law to not wear a face covering in the Law building, LIF, or during School of Law activities.

Teaching staff may remove masks once students are seated, as long as appropriate social distancing can be maintained or visors are worn.

2. **Hygiene** – Staff and students should continue to exercise good hygiene by washing their hands often for a minimum of 20 seconds and using the hand sanitisers provided throughout the buildings. Special attention should be paid when touching frequently used areas (e.g.: photocopiers) and cleaning wipes should be used wherever they are provided. Staff and students should avoid sharing materials as much as possible.
3. **Testing** – All staff and students, including those who have been vaccinated, are encouraged to take a Covid test at least **2 times every week**, especially prior to visiting the buildings. Self-administered lateral flow tests can be requested from the main reception desks of the Undergraduate Office of the Law building or the front desk of CCLS. Alternatively, testing centres for PCR tests can be found at the following locations:
 - a. Covid tests on Mile End campus can be booked at the following site: <https://www.qmul.ac.uk/coronavirus/coronavirus-testing-for-students-and-staff/>
 - b. Additional testing centres, including walk-in and mobile testing sites, in Tower Hamlets can be found at the following site: https://www.towerhamlets.gov.uk/lgnl/health_social_care/health_and_medical_advice/Coronavirus/Covid-19-testing-options.aspx
 - c. Covid testing centres in Camden, closest to Lincoln's Inn Fields, can be found at the following site: <https://www.camden.gov.uk/nhs-test-and-trace>
 - d. Testing sites in other parts of the UK can be booked via the NHS: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Covid Secure Policies for the School of Law at Queen Mary University of London

Last updated: 17 September 2021

4. **Vaccinations** – Vaccinations are currently being offered to all adults in the United Kingdom. All staff and students are encouraged to receive two doses of an approved Covid-19 vaccine, if they haven't already done so and aren't medically recommended not to do so. If and when a third dose is recommended, staff and students are encouraged to book this at the earliest opportunity. Vaccinations are encouraged for everyone, including those considered to be at lower risk of hospitalisation from Covid-19. Information on vaccination centres, including walk-in clinics, can be found below:
 - a. A vaccination centre on Mile End campus is forthcoming. Additional vaccination centres in Tower Hamlets can be found here:
https://www.towerhamlets.gov.uk/ignl/health_social_care/health_and_medical_advice/Coronavirus/Covid-19-vaccines.aspx
 - b. A list of vaccinations centres in Camden and surrounding councils, including those nearest to Lincoln's Inn Fields can be found here:
<https://northcentrallondonccg.nhs.uk/my-health/covid-19/covid-19-vaccinations-in-north-central-london/walk-in-vaccination-clinics/>
 - c. Vaccination centres in other parts of the UK can be booked via the NHS:
<https://www.nhs.uk/conditions/coronavirus-covid-19/>
5. **Social distancing** – The School of Law encourages staff and students to continue to exercise caution and maintain a minimum of 1 metre distancing whenever possible. A one-way system in the Law building and Lincoln's Inn Fields continue to be in operation in the corridors and stairways. Staff and students will be required to follow the relevant signage. Staff should instruct students not to gather in the corridors or the buildings after classes.
6. **Symptoms** – Any staff or students experiencing any Covid or flu-like symptoms must not enter any of the QMUL's campuses, including Mile End and Lincoln's Inn Fields, regardless of whether or not they have been vaccinated. Symptoms include fever, a new continuous cough, or a change in your sense of taste or smell. Other symptoms may also indicate Covid-19. Staff should contact their line managers ASAP to discuss sick leave or work from home arrangements. Individuals must not return to campus until they have completed self-isolating in accordance with government guidelines.
7. **'Pings' from the NHS app and notifications from QMUL** – Staff and students are expected to download and continue using the NHS Covid app. Individuals who receive a 'ping' on the app may be told to self-isolate for a specific period. Additionally, staff and students may be informed if there is a possibility that they were in close contact with a positive case while on QM's campuses. Individuals may be asked to self-isolate in accordance with government guidelines. As doubly vaccinated individuals identified as close contacts are still at risk of being infected, in line with guidance that people should limit their contact with other people in these circumstances, staff and students should continue to avoid coming on to campus until they have taken a PCR test and received a negative result.

Covid Secure Policies for the School of Law at Queen Mary University of London

Last updated: 17 September 2021

8. **Ventilation** – Ventilation has been improved across QM’s campuses to increase airflow. Staff are strongly encouraged to increase airflow further by keeping windows and doors open, when appropriate, in lecture rooms, commons areas, and multiple-occupancy offices.
9. **Cleaning** – Deep cleaning will take place twice a day in lecture rooms and daily in multiple occupancy offices in the Law building. Single occupancy offices in the Law building will be cleaned according to a weekly rota.
10. **Lecture rooms** – Staff must ensure that teaching ends at least 5 minutes prior to the hour. This will allow time for students to leave before the next group comes in. This will also allow for a break from the screen for students who are attending virtually, in line with QMUL guidance.
11. **Changes to this document** – The policies above are under continual review based on a number of factors. These include, but are not limited to, government guidance, advice from the scientific and medical communities, new information on the risk of Long Covid, and current rates of vaccinations, Covid-19 infection, and hospitalisations. These policies may be subject to change at short notice, including the possibility of future lockdowns if deemed necessary.