

Health & Safety Guidance

Face Coverings

Date: January 2021

1. Face coverings must be worn by law in the following locations:
 - In all shared spaces within student accommodation such as communal circulation spaces and entranceways, receptions, laundries, study areas.
 - On public transport including Unilink buses, and at transport hubs.
 - In all taxis and private hire vehicles.
 - Shops and supermarkets, vets, theatres and letting agents.
 - Banks, hairdressers and GP surgeries unless requested to remove them in order to deliver the service.
 - Hospitality venues, bars, restaurants and cafes providing a sit down or take-away service (face coverings not required if sitting down to eat and once seated).
 - Libraries and places of worship.

In addition, the University requires you to wear a face covering:

- Inside all University buildings such as libraries, learning spaces, lecture theatres, laboratories, workshops, studios - **unless** you are working alone in a non-shared space.
- Outside where it would be difficult to maintain social distancing.

If in doubt, wear a face covering especially when indoors with people from different households.

2. Where face coverings are required, they should be:
 - Constructed of 3 ply material as described on the '[HSR During COVID](#)' SharePoint site.
 - Used and disposed of in accordance with [World Health Organisation guidance](#).
 - Put on before entering the building and kept on until you have left the building.
 - Changed when wet.

Indoor sports activities - every effort has been made by the University to ensure that its gyms and indoor sports activities provide a reasonably safe environment by enabling 2 metres social distancing and enhanced cleaning of equipment. Gym and indoor sport users should ensure they look after their own health and that of others by following the guidance provided to them by the venue.

3. Face coverings do not need to be worn:
 - Outside, providing social distancing can be practised. (You are advised to wear a face covering in areas of high footfall where social distancing is more challenging).
 - In your own accommodation, student flat or room.
 - When using privately owned transport on your own or with those in your household.

4. When wearing a face covering it's important to put it on and take it off correctly:

HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

Do's



Clean your hands before touching the mask



Inspect the mask for damage or if dirty



Adjust the mask to your face without leaving gaps on the sides



Cover your mouth, nose, and chin



Avoid touching the mask



Clean your hands before removing the mask



Remove the mask by the straps behind the ears or head



Pull the mask away from your face



Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it



Remove the mask by the straps when taking it out of the bag



Wash the mask in soap or detergent, preferably with hot water, at least once a day



Clean your hands after removing the mask

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

[who.int/epi-win](https://www.who.int/epi-win)



World Health Organization

HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

Don'ts →



Do not use a mask that looks damaged



Do not wear a loose mask



Do not wear the mask under the nose



Do not remove the mask where there are people within 1 metre



Do not use a mask that is difficult to breathe through



Do not wear a dirty or wet mask



Do not share your mask with others

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

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VERSION CONTROL

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