COVID-19 Alert Level 3
Health and Safety Guidance

Health and Safety Guidance under COVID-19 Alert Level 3

As of Wednesday 1st September 2021, the Waikato and Bay of Plenty Regions will enter Alert Level 3. For the vast majority of staff and students, nothing changes at Level 3 and our campuses will continue to be physically closed.

- All staff who have been working remotely will continue to do so.
- The University will continue to deliver learning fully online, and maintain this as long as the alert levels require us to do so.

Staff are encouraged to stay up to date with the latest information and Government guidelines here.

The following guidance has been prepared to serve as a reminder that:

1. All staff and students who have been working remotely continue to do so.
2. Only services deemed to be essential or labs that cannot be delivered online can move to face-to-face, (and must be limited to 10 people or less in an exclusive bubble).
3. Students will be contacted if you fall into this category for lab work and there is approval for you to come to campus. Unless you hear from your lecturer, please continue with your learning online. Do not come to campus.
4. Staff seeking access to campus to support essential services or to conduct lab operations that cannot be delivered face to face will need to log a request through Kuhukuhi for approval to come to campus, and access will be granted by the relevant PVC/DVC/Director for Hamilton-based staff and by the Director Tauranga Campus Operations for Tauranga-based staff.
   Note:
   - ‘essential services’ are those needed to keep the campus secure and operational.
   - ‘lab work’ is work that cannot be be completed remotely and must be delivered face to face

All other access remains suspended.

A risk assessment will need to be completed for any lone work or work conducted in bubbles as part of the approval process. This risk assessment must detail how staff and students will be kept safe. Staff or students that have been identified as a close or casual contact, are isolating under direction from the Ministry of Health, have had a recent COVID-19 test, or are waiting for a COVID-19 test result cannot apply for access to labs or to conduct essential services.

5. Follow the golden rules as set out by the Government on the COVID-19 website:
   a. Sign in with the COVID Tracer App
   b. Wearing a face covering when leaving home is strongly recommended
   c. Maintain two-metre distancing wherever possible
   d. Stay in your work bubble while at work
   e. Disposable or reusable masks are to be worn while on campus over the level 3 lockdown.
   f. Practice good hygiene – wash hands or sanitise.
   g. If you are unwell, please stay home. If you are experiencing symptoms related to COVID-19 contact Healthline.

The level 3 lockdown announcement may be distressing, please access support if required:

- EAP – https://www.waikato.ac.nz/healthandsafety/wellbeing/employee-assistance-program
- Free call or free text 1737 for access to a trained counsellor https://1737.org.nz/
- Wellbeing @ Waikato resources

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<th>Approved by:</th>
<th>COVID-19 Alert Level 3 Guidance</th>
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<td>31/08/2021</td>
<td>HSW Manager</td>
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