

COVID-19 Additions to the Discipline Policy

During the COVID-19 pandemic it is important that the College, its staff and its learners all play a crucial role in preventing the spread of coronavirus. Coronavirus spreads through

- Direct contact that is when you are in close contact with those who are sneezing or coughing and may have the virus
- Indirect transmission that is when you have touched a contaminated surface

Therefore, **you must not**

- Come to college if you have symptoms of coronavirus, that is a high temperature, a new continuous cough or loss or change to your sense of smell or taste.
- Come to college if anyone in your household have the symptoms of coronavirus

You must

- Inform the College that you have symptoms immediately
- Not return to College within 7 days of the onset of your symptoms
- Not return to College if you still have a high temperature after the initial 7 days. You can only resume College once your temperature is normal
- Not return to College if your household is isolating until the 14 days are completed.

If you or a family member have symptoms of coronavirus then you can be tested by using the on-line coronavirus service. Any young person who is attending an Educational establishment can request a test if they have symptoms. Learners can do this by visiting [NHS.UK](https://www.nhs.uk) to arrange or contact NHS 119 via telephone if they do not have internet access.

If you have had a test performed, then the College will need to know the results of that test once you have them for us to be able to prevent the risk of infection in other young people and our staff. You must send this information to absent@boston.ac.uk.

If you try to attend College sooner than your isolation period and the advice the College has given, then you will be sent home immediately, and discipline measures will be taken.

Other measure that we expect learners to fully adhere to are: -

- You must follow all guidance related to social distancing measures, as contained within and/or on college signs, posters, directions from staff members
- You must go straight to your learning environment on your timetable when you first arrive at College
- You must wash or sanitise your hands when you arrive at College and then frequently throughout the day.
- In your learning environment you must keep to the 2 metre social distancing rule, unless directed otherwise by a member of staff e.g. during practical activity
- You must not socialise with any other members of the College apart from your assigned group
- When moving around the College or using College facilities you must observe the 2 metre social distancing rule
- If you cough or sneeze you must follow the guideline of 'Catch it, bin it, kill it' by coughing into your elbow, covering you nose and mouth with a tissue and then putting into identified bin.
- Within your learning environment you will have a designated workspace. You are expected to maintain that workspace, not to share equipment, and to wipe down the space at the end of the College day.
- You must not spit whilst on the College premises
- You must inform a member of staff immediately if you become unwell with coronavirus symptoms during the day at College.
- You must not post any malicious content on social media platforms concerning your peer, staff or visitors concerning COVID-19

If you do not follow these measures, then the disciplinary actions will be taken depending on the serious of your actions or repeat actions.

If you are found to have coughed or spat at, or towards, any other person, either a learner or a member of staff, this will result in immediate suspension pending investigation and is likely to put your College place at risk. The College will also report this action to the Police for investigation.

During the COVID-19 pandemic most courses will have an element of on-line learning, which could include (but not limited to) Microsoft Teams, Moodle, Zoom, live stream lessons as an example. Therefore, learners must be aware that our Discipline Policy extends to all of our

delivery methods and this includes on-line. Any infringement of our Behaviour Policy on-line will be dealt with under this Policy.