

# Our Covid-19 safety measures

As you prepare to come into the centre for your studies, we have created the following safety guidelines to help us, to help keep you safe.

## Help us to help keep you safe



Check in to the centre using the NHS app



Test twice weekly



Respect everyone's space



Wash your hands regularly



Do not enter a centre if you are feeling unwell



Check in to your room using The Hub app



Wear a face covering if you can



Avoid unnecessary contact



Be kind and look after each other



If you have a confirmed case, self-isolate and report online

### Attending the centre

- You will be **expected** to check-in to our centres using the NHS Test and Trace app. If you are unable to utilise the NHS Test and Trace app you will be required to sign in at reception. We **strongly recommend** that you use the NHS app to enable fast, digital contact tracing in the event of an outbreak. You will find copies of the NHS QR code at various locations across the centre.
- Once in the classroom, you will need to check in using the BPP Hub app and QR code (see instructions below).

### Downloading the NHS Test and Trace Covid-19 app

Please ensure you have downloaded this app from the App Store (iOS) or Google Play Store (Android) prior to attending. You can find this by searching for NHS Covid-19 on your mobile device via either of the stores mentioned above.

### Using the BPP Hub app

Once you get to your room, you will be required to scan another QR code. To scan this code, you will need to ensure you have downloaded the BPP Hub app from either the App Store (iOS) or Play Store (Android). Simply navigate to either of these stores on your mobile device; search 'BPP Hub' and click 'Install'.

Please follow these simple steps:

- You should already have a Hub account and be able to sign in. Once signed in you'll see a 'Check In' button.
- If you click this, the app will ask for access to your camera, please 'Allow' this, as you need this to be able to scan the QR code on the wall in your classroom.
- Once scanned, you'll see real time confirmation that you've 'checked in' to your location.
- Using our own app in tandem with the NHS app is an important part of our outbreak management plan so it is of the utmost importance that you use it.
- Your tutor will also mark attendance manually.

### Twice Weekly Testing

In accordance with Government guidelines, you will be **expected** to undertake twice weekly home Lateral Flow Device Antigen (LFD) testing and upload results to the NHS website. Please indicate on the NHS website that you are taking the test for your university. At present, testing applies even if you have received a vaccine. LFD tests are readily available for free from pharmacies and the government website and are designed to detect asymptomatic cases of Covid-19. Results are typically generated within 15 minutes.

In addition, please ensure you are registered with a GP.

### Face coverings

We believe in taking personal responsibility in providing protection, reassurance and showing respect to others to ensure we keep everyone safe. For this reason, we continue to **firmly recommend that face coverings are worn** when travelling around a BPP study centre. We ask you to consider wearing a face covering in all settings, including classrooms, particularly if you are in close contact with others.

### Social distancing

Please maintain as much social distancing as you can whilst travelling around the building.



## Vaccines

We strongly recommend that you take the opportunity to receive both vaccines.

## Reporting

If you:

- have tested positive for Covid-19
- are otherwise self-isolating at the request of the NHS, (e.g., as a result of suspected contact with a confirmed Covid-19 case)

**You are required to complete the incident report form [here](#).**

This form is accessible from:

- the navigation pane on The Hub
- the Covid-19 section of the VLE

The form needs to be completed, even if you haven't visited a BPP study centre.

Please familiarise yourself with our [Covid secure policy](#) before entering a BPP centre.

## **We will continue to implement the following key safety measures within our centres :**

- Enhanced frequency of cleaning alongside a dedicated Covid-19 cleaning risk assessment
- Additional handwashing facilities/hand sanitisers at all centres, including at entrances, exits and regular touchpoints
- Wipes and cleaning products at touch points, including printers and computers
- Plexiglass screens at receptions and enquiry desks
- Keeping shared spaces well ventilated

## **Additional support**

Please keep in contact with your Programme Support team if you need any additional support, or to inform them of any prolonged absence, in the usual way. You can also access additional support in relation to self-isolating through the BPP University Students' Association [here](#).

## **Ongoing review**

We will continue to review our position in line with Government guidance and the support of local authorities as detailed in our Outbreak Management Plans and will make any necessary adjustments to centre access and communicate with you as appropriate.