

At the start of all teaching events the lecturer must remind students that they should be aware of their responsibilities during a teaching event which can be found in the standard teaching procedure.

Students should be reminded of the following specific requirements of face to face teaching events:

- If you should be isolating or are experiencing covid-19 symptoms you should not come to teaching events and must leave now.
 - *(if this happens then this should be reported to covid-19@essex.ac.uk)*
- If you have not already done so, you should now wipe down any areas you will touch with a wipe.
- Please avoid leaving during the event, where you have to leave please minimise the number of people you pass and allow others time to move out of the way.
- If you need to cough or sneeze do so into a tissue or the crook of your elbow.
- Do not move between seats during event.
- Do not share items such as textbooks or calculators.
- At the end of the event please leave promptly in order from students nearest to the exit. If you have follow up questions after the event ends please sent these via email/zoom. Do not come to the front to ask questions.
- **When you leave take all your belongings with you and dispose of rubbish (e.g. wipes) in the bin**

Where teaching is non-standard any additional procedures should be explained to students at the start of the event.

Students should be made aware of where they can access the risk assessments for their teaching.