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Collegio del Mondo Unito dell'Adriatico O.N.L.U.S.

Frazione Duino, 29 - 34011 Duino (TS)

SECURITY PROTOCOL COVID-19

CORNAVIRUS

Revision of 17/08/2021

The Employer

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Stamp and signature

INDEX

FOREWORD 5
OBJECTIVE OF THE PROTOCOL 5
MAIN LEGAL REFERENCES 5
INFORMATION 5
HOW TO ENTER AND STAY ON THE PREMISES 6
Provisions valid for all 6
Supplementary provisions valid for specific groups/types of persons 8
Contractors/Couriers/Suppliers/Persons who have to make deliveries 8
Visitors/Parents 8
CLEANING AND SANITATION 9
HYGIENE PRECAUTIONS 10
General precautions for everyone 10
Toilets 10
PERSONAL PROTECTIVE EQUIPMENT 10
SYMPTOMATIC PERSON MANAGEMENT 11
UWC contact persons for COVID-19 11
Management of COVID-19 cases and outbreaks in the College 11
Student presenting with increased body temperature above 37.5°C or symptom compatible with COVID-19, at the College 11
UWC worker presenting increased body temperature above 37.5°C or symptom compatible with COVID-19, at the College 12
UWC worker presenting increased body temperature above 37.5°C or symptom compatible with COVID-19, at home 13
Student or worker living with a case 13
Student or worker close contact of a case 13
MANAGEMENT OF COMMON AREAS 13
Teaching spaces 14
Classrooms/Study rooms/Library 14
Laboratories and equipped classrooms 14
Canteen 15
SCHOOL ORGANISATION 15
Return of students to the United World College of the Adriatic ONLUS 16
Organisation of boarding school activities - Residences 16
Extra-academic activities 17
Sporting activities 17
Creative and scientific activities 17
Social service 17
Contacts with the local community 17

INTERNAL TRAVEL, MEETINGS, INTERNAL EVENTS AND TRAINING 17
HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS.....18
UPDATING THE REGULATORY PROTOCOL 18
ATTACHMENTS 20
Facsimile daily entry register for external persons.....20

FOREWORD

Collegio del Mondo Unito dell'Adriatico O.N.L.U.S. (hereinafter also referred to as "UWC" or "College") in relation to the dangerous situations created by the spread of the so-called COVID-19 virus and in compliance with recent legislative provisions, adopts all the measures to combat and contain the spread of the new virus in the workplace, regulating with this plan all the safety measures that must be adopted by its workers and other subjects (e.g. users, parents, suppliers) during the activities carried out at the College premises.

This document is an update of the one drawn up in 2020, which - it should be noted - was in any case supplemented, during the pandemic, also with extemporaneous and supplementary acts (e.g. protocols for specific activities, information, etc.) also discussed among the interested parties (e.g. employer, administrative director, RSPP, Competent Doctor, etc.).

OBJECTIVE OF THE PROTOCOL

The aim of this protocol is to comply with regulatory requirements and make UWC a place with the lowest possible risk of COVID-19 infection. In this regard, the main steps that need to be taken to counter the spread of COVID-19 are provided.

MAIN LEGAL REFERENCES

- Decree-Law No 18 of 17 March 2020
- Shared protocol for the regulation of measures to combat and contain the spread of the Covid-19 virus in the workplace - 14 March 2020 as amended.
- PC ordinances in force issued by the FVG Region
- Regulatory provisions, circulars, guidelines issued and/or in force on COVID-19 risk applicable and available at www.governo.it/it/coronavirus-normativa
- Decree Law 111/2021
- Technical opinion of the Ministry of Education of 13/08/2021 on Decree Law 111/2021

INFORMATION

The College informs workers, users and anyone who enters the areas under its jurisdiction of the safety provisions, by delivering notices / email / communications on the website and/or by posting at the entrance and in the most visible places of the company premises, special leaflets and/or information leaflets (e.g. posters / signs).

In particular, the information concerns:

- the obligation to stay at home if you have a fever (over 37.5°) or other flu-like symptoms and to call your family doctor and the health authority;

- Awareness and acceptance of the fact that they may not enter or remain in the College and that they must declare this in a timely manner if, even after entry, the conditions of danger exist (symptoms of influenza, temperature above 37.5°, coming from risk areas or contact with people positive for the virus in the previous 14 days, etc.);
- a commitment to comply with all the provisions of the authorities and the employer when entering the school (in particular, to maintain a safe distance, use PPE - respiratory masks -, observe hand hygiene rules and behave correctly in terms of health and hygiene);
- a commitment to promptly and responsibly inform the employer or his delegate or the COVID-19 contact person of the presence of any flu symptoms, taking care to remain at an adequate distance from the persons present.

If the interested parties need clarifications, they may request them by computer (e.g. email, etc.) or by telephone to the College, by contacting the employer/their delegates or other prevention figures (e.g. the site managers, the COVID-19 contact person(s), the Competent Doctor, the RSPP).

HOW TO ENTER AND STAY ON THE PREMISES

Provisions valid for all

Where necessary and possible, and in particular for users/students, staggered entry/exit times will be favoured in order to avoid as much as possible contact in common areas (e.g. entrances, refreshment areas, canteen) as well as differentiated entrances and exits according to the area to be reached.
Similarly, a single direction of travel can be established along corridors, depending on the structural characteristics of the building. As an alternative to 'one-way' along corridors, two-way traffic may be allowed, with the obligation to keep to the right when walking along them (also by providing dividing lines in the middle of the corridors).

Given the most common way of dealing with pupils/users at the beginning of the activities, it is assumed that there will be a period of parking of pupils/users in the building before they enter the classrooms: during this period the common areas can be considered "short-stay". The duration of the stay will be limited to less than 15 minutes, calculating the maximum possible crowding with the parameter ≥ 1.25 m^2/person.

Access to the UWC premises is, as a matter of routine, staggered, normally from8 . 00 to 9.00. a.m. The school will however communicate the times to be respected.

Cleaners/hygienisers are provided in the entrance/exit areas with appropriate signs to sanitise hands or objects of mixed use.

The employer shall inform staff, students and anyone intending to enter one of the sites in advance that access will not be granted to anyone who, in the last 14 days, has had contact with a person who has tested positive for COVID-19, comes from an area at risk according to the WHO and the authorities, or presents or claims to have symptoms of a possible COVID-19 infection.

This information may be given by means of service circulars, emails, signs and/or notices placed at the entrances to the College, depending on the recipients and in order to disseminate these provisions as widely as possible.

If a person declares during the access phases that he/she has symptoms that may lead to the suspicion of illness or conditions of fever (e.g. temperature above 37.5°C, etc.), he/she will not be allowed access to the College. Temperature measurement will not be compulsory.

When carrying out any work activity (e.g. cleaning, administration, etc.), it is essential to maintain a minimum distance of 1 metre between people and to keep hands clean and hygienic.

For accessing and staying on the premises, mask size will be compulsory for everyone present in the school, with the following exceptions:

1. for everyone, outdoors, with a minimum distance of 1 metre from other people present (unless otherwise stipulated by law);
2. for staff, only when working at their own workstation and if they are alone on the premises or, at most, with other colleagues working in the same office who are at least 2 metres away;
3. for all, during the consumption of meals and drinks always respecting the minimum distance of 1 metre.

In order to record accesses, they are tracked as follows:

1. for employees, by stamping their badge;
2. for students and teachers involved in lessons, via the electronic register;
3. External personnel will be recorded in a paper register at the entrance (or other more appropriate place to be communicated/indicated), indicating their name, surname, role (e.g. visitor, contractor, etc.) and telephone number.

Paper records will be kept for a minimum of 14 days and a maximum of 30 days, after which they will be destroyed.

In the notices, circulars, etc. dealing with access arrangements, it will be reiterated that entry will be equivalent to declaring that one is not in one of the conditions that would preclude entry, in relation to the COVID-19 emergency.

COVID green certification -19

As part of the Friuli Venezia Giulia regional education system, the provisions of Article 1 of Decree Law 111/2021 apply to the College.

It is therefore compulsory for the College's workers and contractors working within the facilities to possess and display the COVID 19 green certification as of 1 September 2021 and until 31 December 2021 or the certification of exemption from vaccination, issued by the competent health authorities.

The Rector delegates to one or more collaborators the verification of the possession of the certification. The check is carried out using the application made available by the government for this purpose. The check may also be delegated to staff from a contractor company.

For employees, the College draws up an internal report listing the staff who have presented the green certificate and those who may be exempt.

Staff who fail to produce the COVID 19 green certificate or any exemption may not remain at the College's facilities and are subject to the consequences provided for in the aforementioned regulations and, in particular, their absence is considered unjustified and, as from the fifth day, they are suspended from duty until they obtain the green certificate.

For staff of canteen and cleaning contractors, failure to produce the COVID-19 green certificate or any exemption shall result in immediate removal from College facilities and a request for replacement of the employee until the green certificate is obtained.

Supplementary provisions for specific groups/types of persons

Access by personnel from outside the organisation is to be considered a potential source of risk and should therefore be avoided whenever possible, reducing access to only those activities that are strictly necessary for the proper functioning of the school activity or linked to regulatory obligations not suspended by specific rules.

Contractors/Couriers/Suppliers/Persons who have to make deliveries

Couriers, suppliers and anyone who has to make a simple delivery of materials (e.g. supply of materials/equipment of any kind, etc.), but who does not have to carry out maintenance, cleaning and/or similar activities, should be directed to the main entrance and wait for instructions to sign the delivery note and unload/load etc.

Compatibly with needs, it has been arranged that access to suppliers/carriers and the like should be as limited as possible.

For the necessary loading and unloading activities, courier/supplier personnel must keep a strict distance of 1 metre from other people present. If access is necessary, a mask must be worn and it must be remembered to sanitise the hands or, alternatively, to wear a new pair of disposable gloves.

Visitors/Parents

Unless specifically authorised by the Rector, external visitors and/or parents will not be allowed access to College facilities, with the exception of the administration building and limited to certain offices.

Subject to and in accordance with privacy regulations, access will be recorded on a suitable paper form as described above in order to keep track of those who have passed through the College for possible contact reconstruction needs by Health Authorities. The data will only be provided to the Health Authorities should they request it.
For interviews with parents by teachers, the latter have been asked to use forms of distance interview (e.g. teleconferencing, video calling, etc.), unless explicit authorisation is given by the Rector for exceptional cases to be assessed at his discretion.

If it is necessary and authorised for visitors to enter, they must comply with all the rules, in particular those concerning keeping a social distance of at least 1 metre, wearing a mask, sanitising their hands and registering at the main entrance.

CLEANING AND SANITATION[1]

The College ensures the daily cleaning and periodic sanitation of the premises, workstations and common and leisure areas.

n order to reduce the risk of contagion, a room sanitation protocol is defined. The protocol includes:

a) each worker and/or student sanitises his or her workplace using diluted, ready-to-use products, mainly sprayed on with a sprayer. The cleaning of the workstation is carried out at the beginning of the use of the workstation by the individual worker and/or student. If the workstation is used by more than one person during the day, each operator shall sanitise the workstation before use. Each workstation (e.g. desks, tables, etc.) is equipped with a sprayer. In addition to this, the school ensures the daily cleaning and periodic sanitation of the premises, classrooms, workstations and common areas;

b) the bathrooms are sanitised several times a day using common detergents and sanitising products, except in the case of positive cases (see specific paragraph);

c) Keyboards, touch screens, mice, gym and laboratory equipment are periodically sanitised using specific detergents;

d) the common areas are sanitised after the period of use defined according to the organisation of the timetable and sanitisation of equipment for contact surfaces is foreseen.

In the event of the presence of a person with COVID-19 within the College premises, they will be cleaned and sanitised in accordance with the provisions of Circular No. 5443 of 22 February 2020 of the Ministry of Health, as well as ventilated.

Alcohol-based products (at least 70%) or sodium hypochlorite (at least 0.1%) shall be used for sanitising/disinfecting operations, in accordance with the instructions of the Ministry of Health and/or the Istituto Superiore di Sanità. These activities can also be carried out during normal cleaning operations. Sanitisation is carried out using specific detergents in compliance with the technical and safety sheets.

Detergents, disinfectants, disposable wipes, hand-washing liquids and other useful materials (e.g. waste bags, handkerchiefs or similar) are made available on a personal or group basis.

The College, in compliance with the indications of the Ministry of Health, according to the modalities considered most appropriate and necessary, will organise any special/ordinary cleaning and sanitisation interventions. Extraordinary sanitisation of the premises, in the event of a student or worker testing positive for SARS-CoV-2, must be carried out if 7 days or less have elapsed since the positive person entered the school premises.

[1] *With reference to the COVID-19 emergency and the cleaning and sanitation activities related to the current emergency and referred to by the health authorities' indications, the following definitions are assumed:*

CLEANING: a set of processes and operations to remove dust, unwanted material or dirt from surfaces, objects, confined spaces and areas. This activity will be carried out using commonly used and commercially available cleaning agents.

SANITIFICATION (disinfection): a set of procedures and operations aimed at making certain confined environments and pertinent areas healthy by destroying or inactivating pathogenic micro-organisms. This activity will be carried out using products containing at least 70% ethanol (ethyl alcohol) or products containing at least 0.1% sodium hypochlorite or other equivalent products available on the market.

Cleaning staff will be provided with suitable masks and disposable gloves as required, as well as any disinfection products.

In order to ensure the above, staff will be given guidance on the cleaning plan/programme to be carried out and the recording of the cleaning.

HYGIENE PRECAUTIONS

General precautions for everyone

It is compulsory for the persons present to take all hygiene precautions, in particular to frequently clean and sanitise their hands and their workstation.

The College provides appropriate cleaning and disinfecting/ sanitising equipment and waste containers.

All workers are required to ensure adequate ventilation and air exchange in the workplace at all times (ventilate the workplace several times a day, opening windows if possible).

In the case of artificially ventilated environments, the College will carry out periodic maintenance of the filters according to the indications in the Istituto Superiore di Sanità reports.

Toilets

Toilets will be separated, where possible, between internal and external staff and appropriately signposted (particularly those outside). Windows must remain open at all times or, if they exist, air extractors must be kept in operation for the entire time that students/workers are present.
Hot air hand dryers should not be used, to avoid recirculation of air inside the premises, but disposable towels should be used. Dispensers of alcoholic solution (at least 60% alcohol) should also be present in the toilets.

PERSONAL PROTECTIVE EQUIPMENT

The adoption of the hygiene measures and personal protective equipment indicated in this protocol, where indicated as necessary, is essential and, given the current emergency situation, is obviously linked to the availability of equipment. For these reasons:

a) appropriate devices (surgical masks) are provided to workers - with the obligation to use them at all times, without prejudice to what is indicated above - which must be used in accordance with the indications of the Authorities, this protocol and the circulars and other internal provisions issued in this regard;

b) Given the emergency situation, in case of supply difficulties and for the sole purpose of preventing the spread of the virus, masks of the type indicated by the public authority may be used.

If the work requires working at a shorter interpersonal distance than stipulated and no other organisational solutions (e.g. barriers/screens, etc.) or protective equipment indicated by the scientific and health authorities are available, the presence activity will be suspended.

While respecting the occasions of obligation or opportunity to use the masks indicated in this protocol, the masks will in any case be provided to anyone who does not have them and requests them from the COVID contact person.

SYMPTOMATIC PERSON MANAGEMENT

College contact persons for COVID-19

The following COVID-19 referents, as defined by the ISS COVID-19 Report no. 58/2020, are identified within the College and are in contact with the referents of the territorially competent prevention department (ASUGI).

COVID-19 contact person: Sandra Colnago (College nurse)

Additional contact persons/substitutes may be appointed as required. The names of the contact person and of the substitute(s) will be communicated to staff either through internal documents (e.g. circulars, etc.) or by means of an appropriate notice/information at the entrance.

The contact person and his or her deputy(s) will receive training - where necessary - on the main aspects of transmission of the new coronavirus, on prevention and control protocols in schools and on procedures for handling suspected/confirmed COVID-19 cases. The contact person has the role of interface with the DdP.

Management of COVID-19 cases and outbreaks in the College

If the condition of the person requires the intervention of first aiders, they must wear an FFP2 or P3 mask to provide assistance (if there are difficulties in obtaining FFP2/P3, disposable surgical masks may be used as an alternative) and disposable double gloves. When the assistance is over, the masks, gloves and any other disposable PPE must be disposed of in the waste, while the visor must be disinfected with suitable alcohol-based products (at least 70%).
The location(s) for isolation of a person with symptoms of COVID-19 infection and procedures are listed below.

It was determined that the room(s) for the temporary isolation of a person with symptoms of COVID-19 infection should be equipped with openings (e.g. windows, etc.) to ensure adequate ventilation and should be sanitised when the isolated person leaves.

The College is working with the Health Authorities to define any 'close contacts' of a person present at the venue who has been found to be COVID-19 positive. This is to enable the authorities to apply the necessary and appropriate quarantine measures. During the period of the investigation, the College may ask any possible close contacts to leave the work area as a precautionary measure, as directed by the Health Authority.

Student presenting with increased body temperature above 37.5°C or symptom compatible with COVID-19, at the College

- The College will ensure the availability of medical/nursing staff 24 hours a day and the bi-weekly presence of the College doctor.
- In the event of flu-like symptoms or a body temperature above 37.5°, the nursing staff will immediately arrange for the student to be transferred to the special rooms with toilets for the exclusive use of each guest, set up for isolation in Purnama House.
- Medical/nursing staff, equipped with appropriate PPE provided by the College, will examine the student and determine whether to notify the health authorities and request a swab.
- In case of a negative swab or if the swab was not considered necessary, after the symptoms have disappeared the medical staff will assess whether the student can be reintegrated into the community, returning to his/her residence and participating in classes.
- Students placed in solitary confinement for health reasons will still be able to follow lessons remotely, thanks to the videoconferencing system used by the College.
- During the isolation period, the College canteen service will provide the student with sealed food in single serving format. Only medical and nursing staff will be allowed to enter the student's room, equipped with appropriate PPE.
- If the COVID 19 swab is positive, the student will be isolated in the room provided, following the instructions of the health authority. All students staying in the section of residence of the positive student will immediately be isolated in the same section, following the instructions of the health authority. Only medical and nursing staff will be allowed to enter the section rooms, equipped with appropriate PPE.
- After the use of a room in the infirmary at Purnama House for a period of isolation the room will be sanitised in accordance with the provisions of Circular No. 5443 of 22 February 2020 by a professional company; the student's home section will also be sanitised at the end of the period of isolation of section mates.

The UWC contact person for COVID-19 (or his deputy) will provide, upon request, the Department of Prevention with the list of persons who have been in contact with the confirmed case in the 48 hours preceding the onset of symptoms. Close contacts identified by the Department of Prevention with the usual *contact tracing* activities will be quarantined for 14 days from the date of the last contact with the confirmed case. The DdP will decide on the most appropriate strategy regarding possible screening of school staff and students.

To facilitate *contact tracing* activities, the school contact person for COVID-19 should:

- provide the list of persons who have come into contact with the confirmed case;
- provide elements for the reconstruction of close contacts in the 48 hours before the onset of symptoms and in the 14 days after the onset of symptoms. For asymptomatic cases, consider the 48 hours prior to sample collection leading to diagnosis and the 14 days following diagnosis;
- indicate any students/workers with vulnerabilities;
- provide any lists of absent students/workers.

UWC worker presenting increased body temperature above 37.5°C or symptom compatible with COVID-19, at the College

- Ensure that the school worker wears a surgical mask, as already provided; invite and leave the facility, return to your home and contact your GP for the necessary clinical assessment. The GP will consider whether to prescribe a diagnostic test. The college will encourage the performance

of diagnostic tests for staff and family members by providing appropriate tools/staff to perform the tests.

- If COVID-19 is suspected, the GP will promptly request a diagnostic test and notify the DdP.
- The Department of Prevention carries out the diagnostic test.
- The Department of Prevention takes steps to carry out an in-depth epidemiological investigation and the ensuing procedures.
- The Prevention Department arranges for the diagnostic test to be carried out and the procedure is as indicated in the paragraph on the suspected positive student at the school.
- In the event of a diagnosis of a pathology other than COVID-19, the GP will draw up a certificate stating that the practitioner can return to school because the diagnostic, therapeutic and prevention pathway for COVID-19 referred to in the previous point has been followed and as set out in national and regional documents.

UWC worker presenting increased body temperature above 37.5°C or symptom compatible with COVID-19, at home

- The worker must stay at home.
- The worker must inform the GP.
- Notify absence from work for health reasons, with a medical certificate.
- If COVID-19 is suspected, the GP will promptly request a diagnostic test and notify the DdP.
- The DdP arranges for the diagnostic test to be carried out.
- The DdP takes action for the further investigation of the epidemiological survey and the consequent procedures.
- The DdP performs the diagnostic test.
- In the event of a diagnosis of a pathology other than COVID-19, the GP will draw up a certificate stating that the practitioner can return to school because the diagnostic, therapeutic and prevention pathway for COVID-19 referred to in the previous point has been followed and as set out in national and regional documents.

Student or worker living with a case

It is emphasised that if a student or worker is a cohabitant of a case, they will, upon assessment by the Prevention Department, be considered as close contact and placed in quarantine.

Student or worker close contact of a case

If a student or worker is found to be in close contact (i.e. no direct contact with the case), there is no precaution to be taken, unless the close contact of the case subsequently proves positive in any diagnostic tests ordered by the Prevention Department and the latter has established a possible exposure. In that case, see the last paragraph above.

MANAGEMENT OF COMMON AREAS

Special attention was given to common spaces where the risk of crowding is higher and where it might be more difficult to maintain distance. However, these are rooms where the time spent is short compared to classroom activities.

It was decided to adopt specific measures for each type of common space in order to regulate access, use and abandonment, so as to avoid too short distances, prolonged permanence and mixing.

The teachers' room will be regularly used in accordance with the principle of physical distance of at least 1 m between persons occupying it and a sign will be put up indicating the maximum number of persons who may enter it at the same time.

As far as recreation is concerned, a staggered break (e.g. 2 shifts) will be favoured, if feasible, in order to limit the number of people present in the common areas, and - compatibly with the weather - outdoor/outdoor breaks will be encouraged as much as possible.

Lifts may only be used by one person at a time, except for the accompaniment of disabled people.

Teaching spaces

Classrooms/Study rooms/Library

The physical distance to be maintained within classrooms/study rooms is of paramount importance.

To this end, the College identifies the maximum number of pupils each classroom may contain:

1) delimiting the space intended for the teacher and for the activities of pupils called to the blackboard (a strip at least 1.5 m wide, starting from the wall behind the desk);
2) Position the desks by rows and columns - where possible - considering the following constraints:
   - do not encroach on the spaces defined in points 1 and 2;
   - between two successive columns of benches leave a corridor to ensure the escape route in the event of an emergency, with a minimum width of 0.6m and an optimum width of more than 0.8m;
   - Space the rows of benches at least 1 m apart;
   - between the first row of desks and the edge of the desk, leave a corridor to ensure the escape route in case of emergency, with a minimum width of 0.6m and an optimum width of more than 0.8m;
3) the number of desks positioned in the classroom as indicated in point 3 constitutes the maximum capacity of the classroom (alternatively, or in the case of desks that cannot be separated, the capacity will be specifically indicated).
4) the library will be used by a maximum of 35 students at a time according to a rotation system.

Laboratories and equipped classrooms

For laboratories and equipped classrooms, it is almost never possible to change the layout of desks or workstations, due to the constraints imposed by the rigid position of most machines and/or equipment and technical wiring (e.g. electrical, pneumatic, gas, etc.). For this reason, the principle of physical distance can only be respected by assessing, on a case-by-case basis, the maximum number of trainees who can work continuously at a distance of at least 1 m from each other, and by considering, again on a case-by-case basis, the possibility that staff can maintain at least 2 m distance from the nearest trainee while standing in their fixed position.

Staff may only move from their fixed position, move between desks or workstations and approach pupils if they are wearing a surgical mask (as well as the pupils themselves) and only touch the same surfaces touched by the pupil if they have first disinfected their hands.

If the analysis of the available space, in relation to the necessary physical distance, leads to the need to divide the class (or classes that rotate), it is suggested (also for reasons of teaching functionality) to divide it into two groups of equal number and to exploit, where possible, the co-presence, with half the class in the laboratory and the other half in the classroom.

Canteen

With regard to the canteen, use will be organised in shifts (with a maximum of 40 users per shift) and access and exit points will be defined, and the number of diners who may sit at each table has been set at a maximum of 4 people. These aspects will be managed by the College and indicated, if necessary, by signs/information that will be posted.

Entrance to the canteen will be staggered for the different residences. All students and staff will be required to wear masks before arriving in the canteen and maintain a safe distance while waiting their turn. Masks can only be removed after taking your place at the table.

During lunch, a distance of at least 1 metre should be maintained between those present and, depending on the size of the room, it is suggested that a single group of minors be present in the same room, if necessary taking turns or using several rooms or, in the case of larger rooms, spacing the tables or adopting physical barriers (e.g. Plexiglas screens).

For the preparation of meals, the staff refers to the provisions of the Istituto Superiore della Sanità report "Interim indications on food hygiene during the Sars-Cov-2 virus epidemic".

As this is a situation where it is not possible to wear a mask, it is essential to ensure the highest level of ventilation in the room. UWC staff present during the meal in the canteen (supervision, assistance) may only move between tables and approach pupils if they are wearing a surgical mask.

SCHOOL ORGANISATION

Limited to the period of the emergency due to COVID-19, the College may, with reference to the provisions of the regulations, order further closures of areas/sectors/places/activities and the like or, in any case, those of which it is possible to do without or order the operation through the use of smart work, or in any case at a distance.

In addition, the College has implemented (or will implement) the following measures, depending on the needs and the evolution of the emergency:

- provide for rescheduling of lessons where necessary;
- ensure a rotation plan for employees with the aim of minimising contacts;
- encouraging, as far as possible, the use of *smart working* for all those activities that can be carried out at home or remotely, in relation to the state of the emergency and giving preference to this measure for workers who have communicated conditions of fragility, after consulting the competent doctor;

- limit all national and international business trips/travel to the strict minimum, even if already agreed or organised.

Return of students to the United World College of the Adriatic ONLUS

The return of students to the UWC boarding facilities will take place in August 2021 as follows:

1) On their arrival, all students coming from those countries for which national regulations provide for a period of quarantine, will be isolated in single rooms in various hotels in the area and will be swabbed at the end of the quarantine, according to national regulations and the provisions of the Azienda Sanitaria Isontino Giuliana. The swabs will be carried out by the medical and nursing staff of the College and analysed by a laboratory accredited by the Health Authority.
   During the isolation period, students are not allowed to leave their rooms, not even for meals, which will be delivered in front of the room.
   Once the results of the swab have been received, the students will be transferred to the College's residences.
2) Students from those countries for which national legislation does not provide for a quarantine period will only be allowed access to their residences after presenting a negative molecular swab carried out within 48 hours prior to arrival at the Collegio. During the first week of their stay in the Collegio's residences, students will undergo antigenic testing 2, 4 and 6 days after arrival. For the duration of the first week after arrival at the Collegio, students will be asked to limit contact to students in the same residential section only, both during activities and during meals which will be organised in residential shifts.

Organisation of boarding school activities - Residences

1) Students will be housed in rooms with adequate interpersonal spacing, and mixed use of toilets will be avoided. The halls of residence will also be compartmentalised into sections of up to 23 students in order to avoid contact between students in different sections;
2) Sanitising liquids will be available at the entrance to each residence and in each toilet.
3) Disinfection of common areas, corridors and bathrooms will be carried out daily. Students will be responsible for disinfecting and airing the rooms every day.
4) The common areas within each residence hall will be used on a rotational basis, to avoid intermingling between the students of the different sections.
5) There will still be a requirement to wear masks outside residences, as long as this requirement is in place for those outside their homes; the UWC will provide masks to all students. Different coloured face masks may be adopted for each day of the week in order to ensure that each student changes face mask each day.
6) Students and teachers will not be allowed to leave their residence or home in case of flu or respiratory symptoms or if their body temperature is 37.5° or higher. In order to check body temperature, each room will be equipped with at least one digital thermometer. At the onset of such symptoms, or in the presence of a body temperature above 37.5°, the student must immediately inform the College's medical/nursing staff by telephone and his or her roommates will remain isolated in the room while waiting for medical advice. See also specific chapter in this protocol

Extra-academic activities

Sporting activities

Students will only be allowed to carry out the sporting activities permitted by the national and regional regulations in force according to the different stages, following the relevant behavioural guidelines.

Sports activities, especially outdoors, organised by teachers and members of the College's educational community will be encouraged in order to limit contact between students and staff outside UWC.

Creative and scientific activities

Music lessons and activities in the different workshops will be allowed in accordance with the national and regional regulations in force according to the different phases and the relevant behavioural guidelines.

For some periods distance learning may be necessary to limit contact between students and staff outside UWC.

Social service

Indicatively, until the declaration of the end of the COVID 19 emergency, subject to possible future evaluations in case of a favourable course of the epidemic, in the territory of the Friuli Venezia Giulia Region, UWC students will not carry out social services in presence at:

- Institutions for the elderly or hospitals;
- Oratories, recreation centres, after-school centres, day centres or other similar facilities.

Contacts with the local community

Until the formally declared end of the COVID 19 emergency within the territory of the Friuli Venezia Giulia Region, in order to limit opportunities for possible contagion, students will be asked to avoid the following activities:

- travel outside the town of Duino, with the exception of trips organised by the College itself using its own means (9-seater minibuses):
- frequent local bars and restaurants.

INTERNAL TRAVEL, MEETINGS, INTERNAL EVENTS AND TRAINING

Travel within the College, compatible with the performance of activities, is limited to the minimum necessary and in accordance with the instructions given. The technology available makes it possible to effectively reduce all internal transfers to talk to colleagues. The use of computer and telephone tools is encouraged for all internal communication activities that do not require physical proximity.

Face-to-face meetings shall be limited as far as possible. Where meetings are of a necessary and urgent nature, and remote connection is not possible, attendance will be kept to a minimum and, in any case, interpersonal distance from the authorities, constant ventilation of the premises during and after the meeting and adequate cleaning at the end of the meeting will be guaranteed, in addition to the obligation to wear a mask.

All in-house events and all classroom training, even mandatory, are to be restricted. However, distance learning is allowed, even for *smart working* employees.

Failure to complete the professional and/or qualifying training update within the deadlines set for all occupational health and safety roles/functions, due to the emergency in progress and therefore due to force majeure, does not entail the impossibility of continuing to carry out the specific role/function (by way of example: the emergency officer, whether fire-fighting or first aid, can continue to intervene in case of need).

Transport services or, in any case, the mixed use of College vehicles shall be avoided, except for specific needs that shall be assessed from time to time and, if necessary, authorised by the Rector.

HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS

Health surveillance continues according to the instructions given by the competent doctor.

During this period, priority will be given to extraordinary, preventive, on-demand and return visits. The doctor will apply any operational indications from the health authorities and may suggest useful diagnostic means to the school to contain the spread of the virus.
The specific situations of students in fragile conditions will be assessed in conjunction with the territorial prevention department and the freely chosen paediatrician or general practitioner, without prejudice to the family's obligation to represent this condition to the school in written and documented form.

In integrating and proposing all the regulatory measures related to COVID-19 the competent doctor collaborates with the employer, the RSPP and the RLS (if elected). In particular, with reference to frail workers who are not already subject to health surveillance, the exceptional health surveillance, as provided for by art. 83 of Legislative Decree no. 34/2020 converted into Law no. 77/2020, is ensured through the competent doctor if already appointed for health surveillance pursuant to art. 41 of Legislative Decree no. 81/2008.

The competent doctor reports to the College situations of particular frailty and current or previous pathologies of employees and the UWC provides for their protection in respect of privacy.

The competent doctor will apply the indications of the Health Authorities and provide specific guidance to the employer.

In this context it is necessary to guarantee the protection of students with fragility, in collaboration with social and health structures, family medicine (e.g. Free Choice Paediatrician, General Practitioner, etc.), families and associations representing them. The possibility of active surveillance of these students will have to be concerted between the school contact person for COVID-19 and the Prevention Department, in agreement/with free-choice paediatricians and general practitioners. Particular attention should be paid to students who cannot wear a mask or who have a fragility that puts them at greater risk, adopting suitable measures to guarantee the prevention of the possible spread of the SARS-CoV-2 virus and guaranteeing priority access to any screening/diagnostic tests.

UPDATING THE REGULATORY PROTOCOL

If necessary and according to the evolution of the situation, the Board will evaluate, together with the RSPP and the competent doctor (it should be noted that there are no company trade union

representatives and/or RLS), the updating of the protocol and any measures to verify compliance with it.

Updates to this protocol may also be represented by any future circulars, service orders, information notices and other similar acts.

The Shared Protocol of 14.03.2020 and subsequent amendments and additions envisaged the creation of a Committee for the application and verification of the rules of the COVID-19 anti-bribery regulatory protocol, with the participation of the company trade union representatives and the RLS where present. This committee is made up of the Employer, the RSPP, the Competent Doctor, the Administrative Director, the safety contact person and the COVID-19 contact person, as well as any other figures that may be necessary. The employer or his delegate, if any, shall inform all workers of the existence of the Committee and of updates to this protocol.

ATTACHMENTS

Facsimile daily entry register for external persons

Date: _____

N.	Surname	Name	Role	Telephone contact	Signature
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