

## **Face coverings policy**

**Last Updated 09/1/22**

### **A. Introduction**

The policy will be kept under regular review by the Domestic Bursar.

### **B. Exemptions**

The wearing of face coverings in the settings detailed in section C will not apply to those who have a legitimate reason including:

- Not being able to put on, wear, or remove a face covering because of a physical or mental illness or impairment, or disability
- If putting on, wearing, or removing a face covering will cause severe distress
- Where interacting with someone who uses lip reading to communicate, or who has social communication impairments

### **C. Settings where face coverings are mandatory (unless exempt):**

- College libraries and study spaces
- During all teaching and assessment settings

### **D. Settings where face coverings are strongly encouraged:**

- In communal/shared areas or when moving around inside buildings (lifts, shared toilets, shared kitchens and indoor social spaces)

### **E. Type of face covering**

A face covering should:

- cover your nose and mouth while allowing you to breathe comfortably
- fit comfortably but securely against the side of the face
- be secured to the head with ties or ear loops
- be made of a material that you find to be comfortable and breathable, such as cotton
- ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used). The face covering may include a clear panel to allow for lip reading
- unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged

Proper use, care, and maintenance of face coverings are the responsibility of each member of the college.

When wearing a face covering you should:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- avoid wearing on your neck or forehead

- avoid touching the part of the face covering in contact with your mouth and nose, as it could become contaminated with the virus
- change the face covering if it becomes damp or if you've touched it

When removing a face covering:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing
- only handle the straps, ties or clips
- do not share with someone else to use
- if single-use, dispose of it carefully in a residual waste bin and do not recycle
- if reusable, store it in a plastic bag and wash it in line with manufacturer's instructions at the highest temperature appropriate for the fabric
- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser once removed