

Requirements for carrying out on-campus courses in the winter semester 2020/21

Behavioral rules for courses taught on-campus

- The distancing, hygiene and face covering regulations in practice during limited standard operations (so called *AHA Regeln plus* in German) are also valid for courses:
 - o Keep a distance of 1.5 m
 - o Personal hygiene rules: cough or sneeze into your elbow, wash your hands
 - o Wear masks in all of the buildings, even when at your seat *
 - o Regular flow of fresh air by opening windows or through ventilation systems
- Only those without symptoms may take part in on-campus courses. Anyone with symptoms of a respiratory illness (especially a cough, symptoms of a cold, fever), no matter how severe, should stay at home. In cases of doubt, members of the teaching staff can send students with symptoms home (see the handout from JGU's Legal Affairs on dealing with violations of the hygiene concept from September 23rd, 2020).
- Students and members of the teaching staff must conform with the current quarantine regulations regarding entry from risk areas (see §19 and §20 of the CoBeVO as well as the definition of risk areas [here](#)).

Setting-up classrooms

- Information on the permitted occupancy of classrooms (number of people etc.) due to Corona and the required room-specific ventilation measures using windows or HVAC (Heating, Ventilation, and Air Conditioning) systems must be posted and clearly visible. (Template attached. See below for details regarding ventilation measures and signage).
- All of the classrooms must include signs explaining the applicable distancing, hygiene and face covering regulations. (Sign is attached and can be accessed on www.arbeitsschutz.uni-mainz.de/corona/)
- Cleaning tables and chairs between courses or making cleaning supplies available is not necessary, due to the current level of insight regarding the risk of smear infections (unlike for examinations during the summer semester). The regular cleaning schedule will be kept.
- Disinfectant dispensers are available for use at the main entrances of buildings (to be installed beginning on September 28th, 2020).
- Depending on the level of necessity, buildings may be marked with one-way signs.
- If required, seats can be marked, or unnecessary chairs can be moved to the side depending on the use of the room. Exit routes are to remain free.

For the centrally managed large event rooms, Central Services (ZD) will take over the setting up of classrooms.

* The mask can be removed when individuals speak for longer periods of time, as long as a distance of at least 2 meters can be guaranteed.

Ventilating classrooms

- Ventilating classrooms will take place either manually by opening windows or automatically through ventilation systems.
- Ventilating with windows:
 - o Opening windows wide every 30 minutes for a period of 3 minutes. Sign: “This room is ventilated with windows. Every 30 minutes, please open all of the windows wide for 3 minutes.” In some cases, it might be necessary to increase the frequency of ventilation intervals or to keep the windows open continually, due to smaller windows or other architectural conditions. In these cases, the faculties have received room-specific recommendations for ventilation from the Occupational Safety department. Please enter these in the template.
 - o Additional complete ventilation after the end of course: “Please open all of the windows immediately after the end of the course and leave the room quickly. The windows are to remain open until the next course of the day begins (if possible, at least 30 minutes).”
- Ventilation system:
 - o Sign: “A ventilation system is in use in this room. In order to conserve energy and to allow the machine to function as it should, please do not open the windows.”
- Members of teaching staff are responsible for carrying out room ventilation according to the relevant signs during and right after their course.

Collecting contact information for tracing chains of infection

- The required collection of contact information for the local health authority’s contact tracing must be carried out in all classroom courses according to § 14 Abs. 1 CoBeVO.
- As a rule, members of teaching staff are responsible for the collection of the course participants’ contact information in a way which conforms to data protection rules, and for making that information available if necessary.
- In order to assure the ability to trace contacts in on-campus courses, the participant lists generated in JOGU-StINE are not sufficient. In keeping with data protection rules, the contact information (first name, last name, address, phone number) must be collected on individual sheets of paper, kept in sealed envelopes labelled with the course’s date and time, and then destroyed after a month. The introduction of a technical solution to simplify the procedure is being considered.
- Students are asked to install and use the *Corona Warn-App*.
- Contact tracing and informing the affected persons is purely the local health authority’s responsibility.

Special rules for laboratory courses:

In laboratory courses, it might not be possible to keep the recommended distance. In that case, surgical masks in accordance with EN 14683 are to be worn. This type of masks increases protection of the wearer in comparison to regular masks. This also applies when the recommended distance cannot be kept at laboratory workplaces with fume hoods.