

Annex 3 to Regulation No. 4/2020/2021 of the Dean of the Faculty of Biology Adam Mickiewicz University , of 16 February 2021 on the organization of classes in the summer semester 2020/2021 with regard to conditions related to prevention, counteraction and combating COVID-19

Guidelines for teachers responsible for practical classes during the COVID-19 epidemic

1. The teacher starts every practical course from checking whether students are familiar with the current safety rules (on faculty webpage) and informing them that signing the attendance list they declare to obey the rules.
2. The teacher does not read the safety rules to students but is obliged to inform them about all safety issues which can appear during the course, and about those related to COVID-19 epidemic.
3. Teacher is responsible for student's compliance to the sanitary requirements connected with the COVID-19 pandemic (wearing masks, holding the distance, hand disinfection). Reserves of gloves, masks and disinfecting agents should be resupplied before classes.
4. The student with disease symptoms, should be taken off to the sick-room (room 0.72 near the reception) to be able to contact with a medical care 999 or 112.
5. All equipment must be decontaminated before repair or removal from the laboratory.
6. During breaks between classes, the laboratory keeper ventilates the room with fresh air and wipes the door handles with a disinfectant.
7. Every day, after the end of the classes, the laboratory keeper rinses the tables with 0.1% sodium hypochlorite, with the windows open and the fume hood switched on.
8. The laboratory keeper takes a closed bag with gloves and towels every day to the basement.
9. Accident is any sudden event after which a person does need a medical advice or help!
10. In case of emergency requiring medical attention, secure the injured person, provide first aid if necessary and immediately call an ambulance (999 or 112).
11. In the case when emergency medical service advices to bring the affected person to the closest hospital, we immediately call for taxi and at least one person goes with the affected person to the hospital.
12. The teacher is obliged to immediately notify the Dean and the OHS Inspectorate of the University about the accident. (phone number: 61 829 5551-5, mobile: 604129972 and 48618291082-3)
13. The teacher and the laboratory keeper are obliged to ask any person who does not comply with the regulations to leave the laboratory and they should report any violation of the regulations to the Dean.
14. The teachers are responsible for biological safety and are obliged to ensure the cleanliness of the laboratory, as well as waste treatment in accordance with applicable law and standards of the GMM and GMO laboratories.