

Les Roches

Update on measures taken as of March 12th

Here is a recall of all measures implemented on our campuses in regard to the Coronavirus developments.

- **Task force: Dedicated team in place on campus since the beginning of the Coronavirus epidemic**
 - monitoring daily the situation and current developments with the support of public health experts within our partner International SOS, the global leader in the control of health risks and security worldwide
 - taking the appropriate measures, including in application of new recommendations from WHO, Swiss health authorities and national authorities in which our campuses are located
 - liaising with the cantonal health authorities in Switzerland

- **Hygiene and health on Campus: Reinforced hygiene and health precaution and controls for students, staff and faculty:**
 - awareness campaigns implemented to recall the precautionary measures that can protect individual and the community in the best way
 - alcohol-based hand sanitizers and surgical masks at disposal on Campus. The usage of masks has different interpretations among nations, specialists and cultures. It is accepted on Campus.
 - protocol in place in case of suspicion ensuring process from the authorities is followed and ensuring students are receiving proper care. It has already been activated with negative conclusions.
 - hotline available 24/24 and 7/7 in case of fever or other suspicious symptoms.
 - reinforced hygiene protocol in all our catering outlets
 - session with Dr. Blanc, from International SOS, held on campus to present an update on the current situation and answer questions
 - all students requested to immediately notify the campus medical staff in the event they have symptoms
 - from Thursday 5 March 2020, as an additional precautionary measure, we are implementing mandatory hand sanitising for all our community when entering our School buildings and Food and Beverage outlets
 - we actively encourage, as recommended by the medical experts, to wash your hands frequently with soap and water, specifically after using the washroom, before and after eating your meals, and when returning to your bedroom, etc.

- **Cleaning process**
 - our Housekeeping team have increased the cleaning across all our campuses, with particular attention to detail in public areas of high volume and usage
 - we will be placing additional cleaning supplies in your accommodation buildings should you want to undertake any additional cleaning in your personal rooms

- **Protocol upon arrival on campus**
 - all students, faculty, staff and visitors regardless of nationality and origin are seen upon arrival with a health questionnaire and temperature check

- any student showing symptoms and coming from an affected area is going through the protocol to handle suspicious case
- any faculty, staff or visitors showing symptoms and coming from an affected area are refused access to campus
- acceptance of students coming from Wuhan City and Hubei province differed. Students from this region or who have recently travelled to this region have been asked not to travel to campus until the official advice changes
- A specific health check has been done on March 8th and 9th for all students in regards to Italy quarantine.

- **Food and Beverage Outlets**

- As of Tuesday March 10th, we have enhanced our precautionary practices in our outlets through:
 - Disposable gloves mandatory for all service teams
 - Hourly hand washing for all preparation teams
 - Deliveries strictly arriving in delivery areas only
 - Trays in the food court will be prepared with cutlery and water glasses in advance
 - All food at bars will be covered, removal of shared finger food such as peanuts
 - Reduced buffets that will be replenished more frequently
 - Disinfection of all tables between customer sittings
 - In our restaurants for our external guests, when a booking is received the guests are contacted by phone or email and asked to complete a health questionnaire. It must be returned 24 hours before confirmation. The campus reserves itself the possibility of cancellation.
 - Our menus will be printed, laminated and cleaned after each use
 - Our wine lists will be displayed on an Ipad cleaned after each use

- **Travel**

- all students, faculty and staff are asked to suspend all travel to affected areas until further notice
- all students are also asked to limit non-essential travel and to consider carefully whether any travel outside of Switzerland is a necessity
- for students who have study trips as part of their programme: those field trips outside of Switzerland will be postponed and rearranged to a later date or alternative location, they received direct communications from their program managers

- **Events**

- all large events on Campus involving external guests have been postponed as of March 5th until the end of March
- events will be either rescheduled or the format will be changed to allow individual visits under our strict health and security protocol.
- all on-campus curricular and extra-curricular activities on campus are maintained as timetabled
- we will continue to reassess according to latest developments

- **Food and Beverage during the weekend**

- With our strong message not to travel outside of Switzerland at the current time we are revising our Food and Beverage offer during the weekend from Saturday 7 March 2020.

Our Food and Beverage teams will be sending more details, via email and the Les Roches App.

Minibuses

- The cleaning and disinfection of our mini buses throughout the day is increased, specifically armrests, door handles and headrests

Library

- It is requested to sanitize your hands before consulting a magazine or a book

Easter Break – 10 – 19 April 2020

- A consultative poll is in process and will be communicated as soon as possible. The outcome will be taken into consideration in the overall decision-making together with sister campuses and at Sommet Education Group level.
- **Internship**
 - for students who had internships or semester abroad in affected areas, alternatives were proposed to ensure continued academic journey
- **Health & Wellbeing Helpdesk**
 - implementation of a Health & Wellbeing Helpdesk as of Monday 9 March 2020 from 11h00 – 12h00 daily in the main Lobby
- **Focus on individuals with specific health situations**

The way the novel coronavirus disease progresses can vary widely. Some people, for example, have only mild symptoms and hardly notice that they are ill. Some need specific care.

People aged over 65 and those with one of the following pre-existing conditions could need higher attention should symptoms appear:

- High blood pressure
- Diabetes
- Cardiovascular disease
- Chronic respiratory diseases
- Conditions and therapies that weaken the immune system
- Cancer

For Students that are within any of the above risk categories, it is his/her responsibility to alert the health & wellbeing team for an individual consultation.

We will then define and decide the specific measures or arrangements we can put in place to support him/her.

The outbreak can be contained through self-isolation and self-quarantine.

New measures in place in Switzerland:

<https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien->

[pandemien/aktuelle-ausbrueche-epidemien/novel-cov/selbst-isolierung-und-selbst-guarantaene.html](https://www.lesroches.ch/pandemien/aktuelle-ausbrueche-epidemien/novel-cov/selbst-isolierung-und-selbst-guarantaene.html)

Self-isolation

If you have flu like symptoms such a cough and/or high temperature this may or may not be COVID-19. In any case, please follow the steps below:

1. self-isolate and contact our Health & Wellbeing Team **by phone**
2. Les Roches Health / Emergency number: +41 79 429 63 34
3. You will be asked to stay in your room until 24 hours after symptoms disappearance. You will receive specific guidelines on self-isolation (separate for on-campus and off-campus students) and how we will be supporting you.

Self-quarantine

If you have been in close contact (more than 15 minutes, less than 2 meters) with a confirmed case of Coronavirus,

1. self-isolate and contact our Health & Wellbeing Team **by phone**
2. Les Roches Health / Emergency number: +41 79 429 63 34
3. You will be asked to stay in your room for 5 days after the date on which the diagnostic was confirmed. You will receive specific guidelines on self-isolation (separate for on-campus and off-campus students) and how we will be supporting you.

Curricular and Administrative incidence

We will provide guidelines on how you can continue with your studies through our online platforms and be supported by the academic team

Absences will be logged on to the system and will **not be considered as unauthorised until 31 March 2020**.

If you are well, classes will continue on premises and you will continue to follow your Health and Hygiene measures that have been put into place over the past 1.5 month.

Ongoing recommendations

- **Keep a distance** – for example: Keep your distance when queuing or waiting in line or at meetings.
 - **Wash hands thoroughly.**
 - **Avoid shaking hands.**
 - **Cough and sneeze into a tissue or the crook of the arm.**
 - **If a student has fever and is coughing, stay at home.**
 - **Students should only go to the doctor or emergency/hospital once you have notified them by phone.**
 - **We are all concerned by the current situation regardless of any nationality and background**
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- **Communications**
 - regular update to students and staff sent by email

- students are strongly advised to keep parents and sponsors informed
- dedicated internet page has been created to inform the larger campus community

- **Welfare support**
 - A Staff member from our China team will be on site to support any student issue and concerns: Jairo Ortiz at +86 17810602463

Websites of reference for international and national situation updates:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

<https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelleausbrueche-epidemien/novel-cov.html>

Please be assured of our support and dedication during this challenging time and do not hesitate to reach us for any further inquiry at: welfareinfo@lesroches.edu