



UNIVERSITY OF
LINCOLN

Policy on Face Coverings

Version 1 / September 2020

To protect staff and other students, the University **requires** all staff and students to wear visors (or face coverings) during face-to-face taught sessions.

All staff and students **must** also wear a face covering in other enclosed communal spaces on University premises, or where social distancing is not possible. This includes, for example, when queuing, entering, or leaving buildings and in the Library (unless a member of Library staff working behind the counter).

For clarity, face coverings are not required within self-contained student flats but should be worn in the enclosed public spaces when entering or leaving student accommodation blocks. Face coverings need not be worn by staff working in their own, or shared offices, where staff bubbles are in operation but should be worn if, exceptionally, it is necessary to visit another office, outside your bubble.

There are exceptions to the policy including for health, age or equality reasons and these are listed below. University staff involved in face to face activity with students may not wear a face covering provided they are able to maintain at least 2m social distancing, or are protected by a screen/visor.

A face covering is a covering of any type which covers your nose and mouth. A visor is a clear plastic screen, usually attached to a band worn on the head.

Surgical masks or respirators used by healthcare and other workers as part of personal protective equipment (PPE) are reserved for people who need to wear them at work.

Face coverings are not a substitute for maintaining social distancing and good hand hygiene.

You should remove your face covering if asked to do so by a member of the University Security Team, or a Police Officer.

It is important to wash or sanitise your hands before and after touching your face covering. Used face coverings should be placed in a plastic bag until they can be washed.

You do not need to wear a face covering if you have a legitimate reason not to. This includes (but is not limited to):

- not being able to put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability, this includes respiratory illnesses
- if putting on, wearing or removing a face covering will cause you severe distress
- if you are providing assistance to someone who relies on lip reading to communicate
- to avoid harm or injury, or the risk of harm or injury, to yourself or others

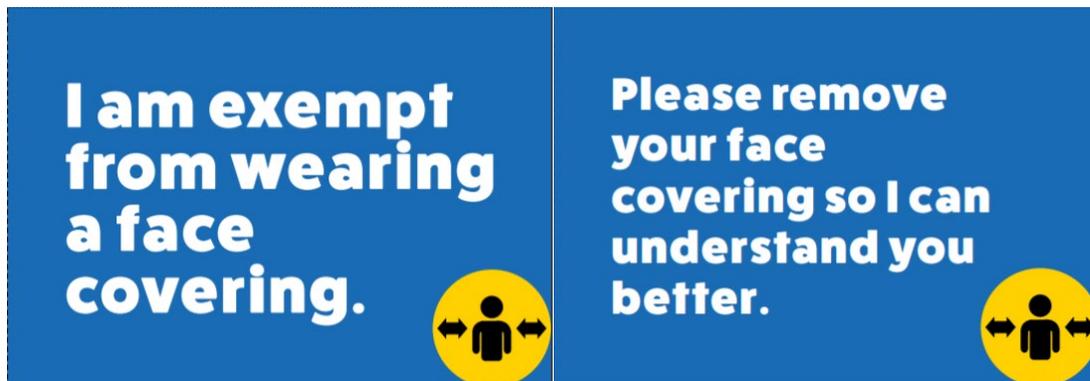
- to avoid injury, or to escape a risk of harm, and you do not have a face covering with you
- to take medication
- whilst eating, or drinking in designated spaces

Please be mindful that the wearing of a face covering may inhibit communication with people who rely on lip reading, facial expressions and clear sound.

Visitors are expected to wear a face covering in ALL indoor locations on University premises (unless they have a legitimate reason not to as defined in Government guidance).

Face Covering Exemption Cards

- All staff and students can print the Government designed face covering exemption templates at <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own> that they can then carry with them or keep with their ID card/enrolment card. These cards can also be used by people who lip read.
- Distinctive lanyards that identify your exemption can be obtained by staff and students at the Student Support Centre, Student Wellbeing and/or Human Resources Department.



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