Measures to reduce the spread of Covid-19



People are denied access to the building unless previously authorised by this institution according to applicable regulations.

Access is denied to the following: people displaying symptoms such as high temperature (more than 37.5 $^{\circ}$ C), cough, or common cold; people subject to quarantine/isolation measures; people having been tested positive to coronavirus or having been in close contact with a positive case in the last two weeks.



In case a person is living one of the situations listed below:

- having symptoms such as high temperature (more than 37.5 $^{\circ}$ C), or other symptoms such as cough, breathing difficulties;
- having had face-to-face contact in indoor spaces with infected people, or with people suspected of being infected

ACCESS TO THE BUILDING IS DENIED

IN THIS CASE STAY AT HOME, CONTACT YOUR PHYSICIAN OR CALL THE NATIONAL INFORMATION NUMBER 1500, GIVE THE OPERATOR ANY USEFUL INFORMATION AND FOLLOW INSTRUCTIONS THOROUGHLY.

WORKERS WILL IMMEDIATELY INFORM THEIR EMPLOYER (ALTERNATIVELY A REPRESENTATIVE OR THE HR DEPARTMENT) ABOUT ANY FLU-LIKE SYMPTOMS THEY HAVE HAD AFTER ENTERING THE BUILDING, AIMING TO MAINTAIN A SUITABLE DISTANCE FROM OTHER PEOPLE AROUND AND WEARING SURGICAL MASKS FOR PREVENTION MEASURES.

TO CONTAIN THE SPREAD OF THE VIRUS WE ASK YOU TO FOLLOW THESE INSTRUCTIONS WITH GREAT CARE:



WHEN ENTERING THE BUILDING USE A HAND SANITISER.

Inside the building, visitors, suppliers and personnel of external companies should wear surgical masks according to the instructions as well as single-use gloves.



Personnel is asked to wear surgical masks in common areas (aisles, canteen, vending machines areas) as well as keep at least 1 metre (2 metres, preferably) from one another.



Personnel is asked to wash hands with soap and water according to the recommendations in attachment 3.



One person at a time is allowed to use the lift. A second person is allowed to enter the lift only if needed. In this case, both of them shall wear surgical masks.



Avoid touching your mouth and eyes with unwashed hands. Avoid handshakes, hugs and sharing bottles and glasses.



Visitors, suppliers and personnel of external companies working in the building will use the toilet in front of the Infirmary only, which is nearest the teachers room



Avoid close contact with people with flulike symptoms such as cough and cold. If possible, keep at least 1 metre (2 metres, preferably) away from other people. Organise video conferencing when possible, instead of on-site meetings. If you cannot make video conferencing, keep the minimum distance according to regulations, keep windows open to let fresh air in and wear surgical masks.



Throw tissues, hand towels, gloves and surgical masks into the specially closed bins with a twofold liner you find in the building.

This material can be disposed as land-fill. The bags should be properly closed wearing single-use gloves, according to the Istituto Superiore di Sanità (the Italian National Institute of Health) regulations 3/2020 report.