

Principles for Preventing Contagion

The Oslo National Academy of the Arts

Autumn 2020

Date: 11 August 2020

Framework and premises for preventing contagion

Regulations Relating to Infection Control Measures Etc. In Connection With the Coronavirus Outbreak (the COVID 19 Regulations)

Chapter 3. Learning Centres and Institutions

Section 12b. *Requirements to operating in accordance with the tenets of contagion prevention*

The institutions specified in section 12a shall operate in accordance with the tenets of contagion prevention. Such tenets include, among other things, the implementation of measures to help ensure that sick people are not present in the institution, measures for good hygiene, and measures to reduce social contact.

The institutions shall implement necessary measures to ensure that they operate in accordance with the tenets of contagion prevention, including:

- a. guidelines for hand washing
- b. guidelines for cleaning
- c. informing staff of and training them in contagion prevention

Recommendations from the Norwegian Directorate of Health

- Sick people should stay at home.
- When in the company of others, you should maintain a physical distance of at least 1 metre.
- Wash your hands often and for the proper amount of time, using soap.
- Get tested if you show any symptoms of having COVID-19.

The national framework as operationalised at the Oslo National Academy of the Arts

- The planning of activities shall describe the cleaning and disinfecting of equipment and rooms, cf. the section on cleaning in this document.
- [The Norwegian Institute of Public Health's advice to workplaces, including university colleges and universities](#), shall be followed.
- The framework will last for the semester and be adjusted according to any new developments.
- Inspections/contagion prevention rounds shall be carried out when measures are introduced, with the aim of testing procedures and detecting real-life deficiencies in the system. The Academy's occupational safety service (*vernetjenesten*) is responsible for carrying out this work, as assisted by the occupational health service (*bedriftshelsetjenesten*), and will report to the director. Their experiences will form the basis for adjusting the procedures and measures.
- Contact tracing: If a student or staff member is diagnosed with COVID-19, the dean or the person's immediate superior shall be notified as soon as possible. Whoever was so notified shall then alert the Section for Corporate Governance, which will investigate where and when the person in question was present in the building. People who according to this investigation have been near the diseased individual shall be notified, and the quarantine rules shall be put into effect.

Rules for Accessing the Academy

Prior to arriving at the Academy, everyone must

- follow the current quarantine rules
- follow the rule that sick people (e.g. respiratory symptoms, coughing, fever) shall stay at home
- familiarise themselves with the information contained in the Academy's Principles for Preventing Contagion (this document)
- be aware that by physically entering the Academy's premises, students/staff confirm that they are following the Academy's Principles for Preventing Contagion
- participate in obligatory training in contagion prevention (see the video at <http://www.khio.no>)
- consider their use of public transport and avoid it during rush hours
- remember their access card

Rules of conduct inside the Academy:

- When in the company of others, you must keep a physical distance of at least 1 metre.
- Make it possible for others to keep a distance of 1 metre, for example in a hallway, when several people are in the same room, and during demonstrations of techniques.
- In work situations that require a distance of less than 1 metre between two people, protective masks and glasses must be used.
- Use hand sanitiser at entrances and when you enter and exit rooms.
- Only visitors who have a previous work agreement with the Academy, as represented by a member of staff, will be allowed access to those parts of the building that are not open to the general public. Such visitors will receive information on contagion prevention when entering into the agreement. The staff member who has signed the agreement will be responsible for the visitor's stay at the Academy.
- Respect the distance marking.
- Student/staff must affirm they are healthy when they physically enter the Academy's premises.
- Clean up after yourself, both equipment and rubbish. Throw rubbish in a bin.
- As far as possible, you must clean any work stations, machines or other equipment that you use, both before and after you use them. The workshop manager and the dean will provide instructions in this area.
- If required by the work at hand, each student shall have their own personal protective equipment (PPE), which must not be shared with other students; in addition, they shall have their own personal equipment for contagion prevention.
- In the workshops, protective masks shall be employed as demonstrated by the workshop manager, in order to prevent the spread of contagion through equipment and tools.
- There is a complete ban on the use of intoxicants, including alcohol.
- The current student regulations remain in effect.

Good hand-washing and coughing hygiene

- Wash your hands often and for the proper amount of time, using soap.
- Avoid touching your face.
- Avoid coughing or sneezing directly on others.
- Make an effort to cough/sneeze in a tissue (which you then dispose of), or in your elbow if you do not have a tissue available.

Procedures for cleaning and hand washing

- Everyone shall keep things tidy, so that cleaning can take place. Cleaning is a vital measure.
- Procedures for cleaning and hand washing shall be described, presented and maintained in planned activities.
- The cleaning staff regularly washes commonly used surfaces and larger surfaces. Dedicated plans will be made for each room. The capacity will be evaluated on the basis of how the school and the rooms are to be used

Plan for preventing contagion on stages and in workshops

- Dedicated plans shall be made for stages and workshops, which will also involve cooperation between staff and students in workshops and on stages. The plans will be based on the Principles for Preventing Contagion as laid out in the present document, as well as plans the various departments at the Academy have made.
- Existing measures at workshops and the like, for example the requirement to use their own protective equipment (PPE) and fume hoods, shall be followed.
- If protective equipment must be used by more than one person, this equipment must always be cleaned and disinfected thoroughly both before and after use. This must be done by the individual users themselves.

Contagion prevention plan for departments and sections

- Department and section heads are responsible for assessing the risks of the activities at their unit, considering measures to reduce the risk of contagion and implementing any such measures.

Information to students

- Before coming to the Academy, students shall have received updated information.

Contagion prevention in the Academy's further planning

- The contagion prevention plans may be adjusted according to new developments, in line with any new decisions made by the Norwegian Directorate of Health and the government. Information regarding any such changes will be conveyed as soon as possible.