

Instructions for the safe use of lecture, seminar and conference rooms at the premises of the Mazowiecki Hospital in Bródno Warsaw in connection with the occurrence of the SARS-CoV-2 coronavirus

1. Only a healthy person, with no symptoms suggesting an infectious disease, may enter the lecture room.
The classes cannot be attended by persons staying at the place of residence with a person undergoing quarantine or isolation at home.
2. While waiting to enter the lecture hall, people should keep a distance of at least 2 m and wear a surgical mask.
3. Only people with mouth and nose covers (surgical mask) can enter the lecture hall.
4. The lecturers are exempt from the obligation to cover the mouth and nose only during the lecture.
5. The principle of covering the mouth and nose applies to everyone throughout the hospital. If for any reason the mouth and nose protection has to be removed, an absolute 2-meter distance from other people must be kept.
6. Before entering the lecture hall, the participants must disinfect their hands.
7. Provide a 1.5 m space between the seats in the room.
8. If it is not possible to ensure sufficient distance between people due to the number of students, the groups should be divided into smaller groups, ensuring 1.5 m distance between teaching stations, or providing a room correspondingly larger.
9. Doors to lecture rooms where students enter should be kept open before lecture so that people entering do not have to touch the door handles.
10. The room of the lecture, seminar and conference room should be ventilated regularly, not less than every hour. If possible, leave the window open during the lecture.
11. Organize breaks between lectures / classes in such a way as to limit the number of people staying in one place at the same time.
12. Touch surfaces: handrails, door handles, light switches, handles are disinfected by the cleaning company / ward paramedic after the lecture, upon reporting by the person appointed in the hospital or by the ward care services coordinator.
12. **The person conducting the classes is responsible for maintaining discipline related to the number of participants in the classes and proper seating.**

Procedure in the event of suspected infection in an employee or student

If the participant develops symptoms of a disease indicating SARS-CoV-2 infection, the following should be done:

1. Immediately remove him from classes / work and follow the instructions of August 25, 2020. in the case of suspicion / diagnosis of SARS-CoV-2 coronavirus infection at the Department Employee / MSB employee.
2. Notify the immediate supervisor / tutor of the student group about the situation and the Hospital Infection Control Team, tel. (22) 326 52 02.
3. Establish a list of people attending classes at that time.
4. The room and the area where the person stayed should be aired and disinfected (taking into account the touch surfaces of handles, handrails, handles) in accordance with the operating procedures.

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