

BMet Unlocked

A guide to **social distancing** at college



**CORONAVIRUS
COVID-19**



BMet
Inspiring futures, realising dreams.

Introduction

Hello from all of us at BMet.
We are so pleased to be back in
the building!

We have been busy preparing to re-open safely and have
put several safety measures in place.

We have done all we can to make it a safe environment for
staff and students and visitors to BMet.

This booklet will walk you through the changes we have made
across our three colleges - we want you to feel confident when
you come into college in September.

We are looking forward to welcoming new and returning
students in September – this will be via a combination of online
teaching and in the classroom.

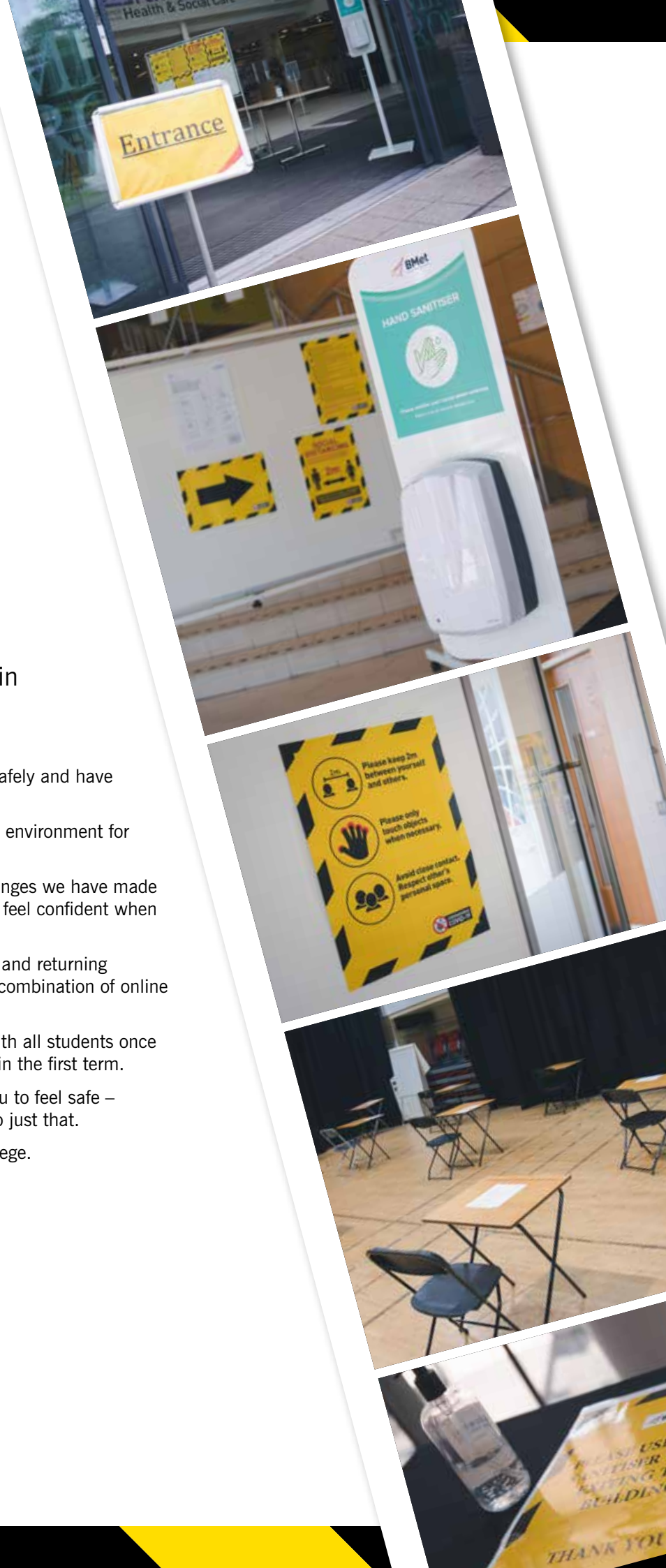
Our curriculum teams will be in contact with all students once
enrolment is complete to outline teaching in the first term.

If you are coming into college, we want you to feel safe –
and I hope this guide goes some way to do just that.

We look forward to seeing you back in college.



BMet Principal





Traveling to College/ Public transport

If you do travel by public transport you must wear a face mask and remember to always keep a safe distance away from other people – this applies when waiting for transport, getting on and off the transport and choosing where to sit. There will be further advice once you are on the bus/train/tram.

Perhaps consider if a member of your household can bring you by car to and from the college.

For further government advice on travelling on public transport please [click here](#)

Keeping clean

We have put in place an enhanced cleaning regime across all our buildings.

The first thing you will see when you step into the building is hand sanitisers and we will ask you to use them straight away.

Hand sanitisers will be dotted around the building and please use them frequently throughout the day.

Keeping a safe distance

At reception and all areas where there are student facing teams there will be clearly marked space for staff and students to stand.

In the classroom we will ensure that all desks have enough space between them so that we follow government guidelines.

At all times at college be aware of the people around you and give them as much space as possible – this will protect you and them. We have installed markers all over the building to remind you.

We will be restricting and monitoring the number of people onsite at any one time.

One-way system

We have redirected the flow of the college by introducing a one-way system to reduce congestion and to help with social distancing.

Please look out for the markings and follow the directions – they are easy to follow....

Staff will manage the flow in and out of the building and into designated areas.

Lift off!

The lifts at all the colleges have restricted access ranging from one to two occupants only – **please take the stairs if you are able.**

Face Masks

The latest advice from the government is that face coverings must be worn at all times in college. This applies to all students, staff and any visitors. Each time you touch the mask you will need to wash your hands or use hand sanitiser.

However, some exceptions do apply on wearing a face covering. To find out more on how to apply for an exemption, in college, students should visit MyMet and staff should visit SharePoint. Anyone with an exemption will be given an orange lanyard.

We will provide personal protective equipment for those curriculum activities that normally require protection or for Covid19 related first aid incidents.

Ready Respectful Safe

At BMet you can expect to study in a friendly, supportive environment. Support will be on hand from your personal tutor, course lecturers and our student services team. Every day we make sure we are ready to study, are respectful of each other and are in a safe environment. Ready, Respectful, Safe is more than a motto it's a way of life at BMet.

Here is how we will entwine Ready, Respectful Safe with the social distancing measures in place:

- ✓ All students will need to wear their ID and lanyard whilst in college. Anyone exempt from wearing a face mask will be given an orange lanyard
- ✓ Our usual policy of no hats continues to apply in line with our Ready, Respectful, Safe approach
- ✓ Students must maintain standards of expected behaviour in line with our Ready, Respectful, Safe approach
- ✓ Please arrive at college allowing enough time to get to your lesson. This may take a little longer if you need to use the stairs or need to wait until an area is ready to move through.
- ✓ Please respect the local college communities when arriving/leaving college premises
- ✓ When leaving college – please do so promptly and continue to adhere to social distancing





Top Tips

Our top tips will help you when you are in college:

- ✓ Clean your hands or use sanitiser provided when entering and leaving the building
- ✓ Clean your hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ✓ Remember Hands Face Space at all times
- ✓ Remember that we all have to wear a face mask in college at all times
- ✓ It is no longer recommended to wear face shields as they are not as effective as face coverings.
- ✓ Ensure good hygiene by promoting the 'catch it, bin it, kill it' approach

Covid-19 testing in college

As part of the government's roadmap to get the country back to normal – all colleges and schools are being asked to give students and staff Covid-19 tests.

Students will be given three Covid-19 tests three to five days apart (where possible) in college.

Once the three tests have been taken in college all students will be given home testing kits for twice weekly checks at home.

We will keep a small testing centre on site for those students who need support to do their tests.

The continued testing will help to keep us all safe in college.

The test is voluntary, but we would strongly encourage everyone to take it.

[Frequently Asked Questions click here](#)

COVID testing A quick guide

Hints and tips for COVID testing in college

Watch this short video on what to expect at a testing centre

Before you arrive please REMEMBER to:

Bring your mobile phone. You'll need to provide a mobile phone number or email address so that you can register for the test.

Wear your face covering and maintain social distancing wherever possible.

Have signed the consent form emailed to you. Don't worry if you forget to do this – you can also sign on the day.

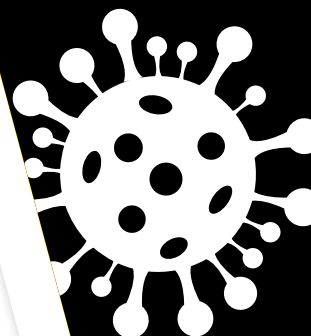
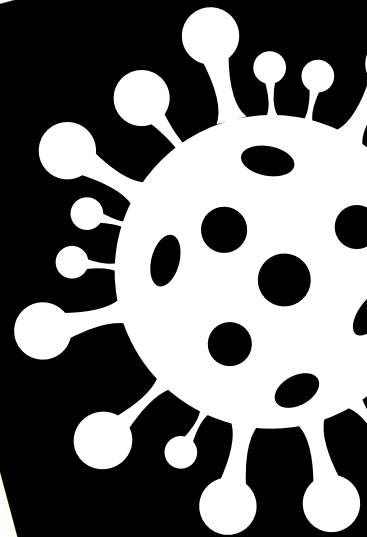
When you arrive:

Head towards the testing centre reception where you will be asked you to and you will be directed to the testing station. You will need to take the test before going to your lesson.

You will be asked to register - don't worry we will guide you through this. This is completed via your mobile phone, if you have one.

You will be given your test kit and directed to the test area. You will perform the test yourself - don't worry there are assistants to help you.

When you have submitted your test for processing you will need to **go straight to your scheduled class or leave the college building if you don't have a lesson.**



Covid-19 Symptoms?

We want everyone that visits the college to be and feel safe.

If you have any of the symptoms of COVID-19 – a high temperature, a new, continuous cough and a loss or change to your sense of smell or taste, please do not come into college. If this is the case, use the NHS free online 111 service for help and advice.

If you have any concerns whilst you are on college premises, please raise these with your tutor immediately, this includes any concerns you have in relation to the welfare of others, safeguarding or concerns about a fellow student

In the, unfortunate, event you have tested positive for Covid-19 or are advised to self-isolate, please call the Attendance Monitor as soon as possible so that your tutor can be informed. Please inform us on each subsequent day of absence until you return to college as usual. Call the number for the site you attend as follows:

Centre of Sporting Excellence (COSE)	0121 362 1140
Erdington Skills Centre	0121 362 1141
James Watt College	0121 362 1141
Matthew Boulton College	0121 362 1142
Sutton Coldfield College	0121 362 1140

If the line is busy please leave a clear message with your name, student ID number, name of tutor and the reason for your absence.

The above numbers should be used for any reason of absence or lateness.

Caught on camera

We have produced three short films on the social distancing measures we have place across our three colleges – click on the links below:

Safety at James Watt College -

[Click here](#)

Safety at Matthew Boulton College -

[Click here](#)

Safety at Sutton Coldfield College -

[Click here](#)

w **bmet.ac.uk**
e **ask@bmet.ac.uk**
t **0121 446 4545**



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