

Notice on Response Actions for the Novel Coronavirus (4): Arrangements for Students

Dean of Students Office

2020-01-28 16:59

Dear Students

Due to the latest circumstances related to the novel coronavirus, the University has decided to implement the following arrangements for all undergraduate, taught postgraduate and research postgraduate students with immediate effect:

- a. Since the Government has decided to impose restrictions on all Hubei Province residents and people who visited the Hubei Province in the past 14 days from entering Hong Kong until further notice, any students falling into this category should report the case to your hosting department, and the Dean of Students Office (tel. 3400 2602; email: dso.info@polyu.edu.hk) for being absent from class and other academic activities.
- b. In the case of a student contracting the novel coronavirus

If you have developed a fever or suspected symptoms of the novel coronavirus, you should immediately consult the doctor. Once it is confirmed that you have contracted the disease, you should immediately notify your hosting department, and the Dean of Students Office.

- c. In the case of a student whose family or household member has contracted the novel coronavirus and he/she has not shown any symptoms of the disease OR

In the case of a student and/or his/her family or household member is appealed by the Centre for Health Protection (CHP) as a suspected close contact of passengers contracting the novel coronavirus in an aircraft/a train

- You should notify your hosting department and the Dean of Students Office immediately.
- You should also contact the Centre for Health Protection (CHP) of the Department of Health (DH). The CHP has set up a hotline (2125 1122)

for the cases, which operates from 8:00 am to 9:00 pm daily to answer public enquiries. Please refer to the following website for the latest updates: <https://www.info.gov.hk/gia/general/202001/23/P2020012300914.htm>.

d. In the case of a student returning from the Mainland

- For public health reasons, you are required to complete an e-Travel Declaration Form (a copy of the Form is attached for reference) and submit this to your hosting department.
- You are strongly advised to wear masks on campus and student halls, and take temperature for 14 days.
- Please follow the precautionary measures adopted in the student halls if you are a hall resident:
 1. The body temperature of all residents and visitors will be measured with a contactless thermometer before they enter the Halls.
 2. Students who have travelled outside Hong Kong in the past 14 days are required to complete a Travel History Declaration Form upon returning to the Halls.
 3. Inbound travellers with fever or respiratory symptoms **and**
 - a. have recently visited Hubei Province, OR
 - b. have recently visited any medical hospital in the Mainland, OR
 - c. have had close contact with a confirmed case of novel coronavirus infection;

will not be permitted to enter the hall for the safety of other hall residents. We will immediately assist the student to seek medical treatment.

In addition to the above measures, the University has established two Task Forces that report to the President:

1. **Task Force on Response Actions for the Novel Coronavirus** chaired by Mr Andy Tong, Vice President (Campus Development and Facilities); and
2. **Task Force on the Delivery of Online Teaching** chaired by Prof. Alex Wai, Vice President (Research Development) & Deputy President and Provost designate.

Please also be informed that the University has decided to implement the following arrangements with immediate effect:

1. Special work arrangement will be implemented after the Lunar New Year holidays (starting from 29 January 2020) in order to reduce the risk of the spread of the novel coronavirus in the community. Except for staff of the departments providing emergency services and essential activities, such as preparation for quality online teaching from 10 February 2020 as informed by respective Heads of Departments, all other employees are not required to return to the offices but to work at home after the holidays. The measure will be implemented tentatively until 2 February 2020 and the University will review the situation before then.
2. All large scale activities such as workshops, conferences, symposia, etc. should be suspended until further notice. Staff are encouraged to use online facilities for meetings and discussions.

As it is expected that the situation will continue to evolve, we will keep you informed of the latest development and any new arrangements. For any enquiries, please feel free to contact your hosting department or the Dean of Students Office.

Please be reminded to practice strict personal hygiene. May I wish you all a prosperous and healthy Year of the Rat!

Esmond Mok
Dean of Students