



**16<sup>TH</sup> NOVEMBER 2021 ONWARDS**  
**HEALTH AND SAFETY PROTOCOLS FOR OFFLINE CLASSES**  
**UTMOST IMPORTANCE**

**Everyone on campus must keep their MASK ON at all times**

Wearing of mask at all times is mandatory. **YOUR mask keeps OTHERS and yourself safe. Not wearing a mask is disregard for other people's health.** You can spread the virus even if you are vaccinated. Many people have **co-morbidities or vulnerable** / unvaccinated children and senior family members at home. Please be considerate & keep your mask on for others, if not for your own safety.

**Social distancing is just as important as mask-wearing.** Do not congregate and stand / sit in close proximity. Social distancing is to be maintained at all times on all parts of campus.

**Sanitize** your hands regularly. There are dispensers on every floor. However, we recommend everyone to carry their personal sanitizers too. You may attend college only if you have received **double vaccinations**.

**You are only permitted to come to college on your assigned days.** Those who do not have offline classes / official business on a given day, please do not come to college.

**THREE MAIN RULES OF CLASSROOM ETIQUETTE**

1. Keep **masks** on at all times
2. Sit **socially distanced**
3. Keep all doors & windows open for **ventilation**

**Other recommendations before and during class**

- **Sanitize your hands** before entering class.
- **Don't share** materials with others.
- **Sanitize personal devices** regularly.

**SYMPTOMS OF COVID**

**Please do not come to college if you are feeling unwell.** If you have any symptoms that could be remotely related to COVID-19, please stay home. If a family-member or someone you have had close contact with has COVID, you must inform your respective Vice Principal immediately.

Staff and students who feel unwell may call 9831226172 / 8240564859 for guidance.

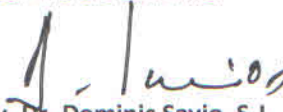
**Please read the Government Advisory carefully regarding other safety protocols.**

**Entry into College**

- All staff and students must carry their ID cards and contact numbers for emergency
- Your double vaccination certificate should be readily available on your mobile or in hard copy.
- Temperature monitoring & sanitization will be conducted at the Gate.
- No mask - No entry.

**Restricted Areas**

- Student's entry is limited only to their **designated classroom, laboratories, library, toilets & canteen.**
- Use of the canteen is restricted for purchase only.
- Green Benches and Common Rooms are closed.
- Please follow queuing and social distancing protocols in the Library
- Only 2 persons may enter the Lift at a time.

  
Rev. Dr. Dominic Savio, S.J.

**Principal**  
**St. Xavier's College**  
**(Autonomous)**  
**Kolkata-16**