



The University of Zagreb
Faculty of Veterinary Medicine
Heinzelova 55, 10000 Zagreb
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The Faculty of Veterinary Medicine of the University of Zagreb, guided by the recommendations of the National Council for Science, Higher Education and Technological Development, of the Croatian Institute of Public Health, in cooperation with the University of Zagreb, hereby adopts the following:

RECOMMENDATIONS FOR HOLDING CLASSES AT THE FACULTY OF VETERINARY MEDICINE DURING THE COVID-19 PANDEMIC, WITH THE APPLICATION OF ANTI-EPIDEMIC MEASURES

Introduction

The specific nature of studies in veterinary medicine, and holding practical classes at clinics and in laboratories at the Faculty, require a special approach, and the holding of classes in the immediate vicinity of other colleagues or teaching staff/employees. The recommendations of the CIPH on holding classes at institutions of higher education have served as guidelines in drawing up these specific recommendations for the Veterinary Faculty, especially to give detailed instructions on how to conduct classes and exercises as a specific form of higher education with varied content and forms.

The classical (in person) form of teaching classes is necessary for students in all years of their studies to be able to achieve the aims of the course, and the learning outcomes prescribed in the implementation plans of each course. Despite this, at a time when the pandemic is not waning, our primary concern must remain the health and safety of the staff and students of the Faculty. Therefore, the main approach to teaching in the 2020/2021 academic year must be a combination of the above, both maintaining the integrity of the teaching process and the safety and protection of the health of students and staff.

It must be pointed out that this approach will only be possible if staff, teachers and students remain responsible, taking care of themselves and others, thereby preserving their own health and that of their colleagues and the members of their households.

The beginning of classes

- Classes for 1st year students on the integrated undergraduate and graduate course in veterinary medicine, in both Croatian and English, will begin on 28th September 2020.
- Classes for all the other years will begin on 1st October 2020.
- The schedule of classes will be published in September and will be available on the Faculty web site.



- An information package and the teaching plans for individual subjects will also be available on the Faculty web site before the beginning of classes, so that students can inform themselves about the content of each course, and its aims and learning outcomes.

The principles for holding classes

- All systems used have been aligned with the age of the students and their experience in the learning process.
- In line with the CIPH recommendations, classes will be mainly held in the classical way, that is, all forms of classes will be held on the Faculty premises (lectures, seminars, exercises, consultations, examinations):
 - 1st and 2nd year students will attend in person (classical) classes at the Faculty, in that all lectures will be held in the Main Lecture Theatre and the lecture theatres of the Institute of Physics, with respect for physical distancing. Exercises and seminars will be held according to the planned schedule, in the exercise rooms and laboratories
 - 3rd and 4th year students will attend combined classes (in person and *on-line*) as follows: all exercises and seminars will be held in person at the Faculty, and students will be divided into two groups for lectures (A and B), and will attend alternately - one day the first group (Group A) in person and Group B simultaneously *on-line* (the next day vice versa, and so on alternately).
 - 6th year students will attend combined classes whereby all lectures will be *on-line*, and exercises and seminars in person at the Faculty.
- Due to the fact that classes will be conducted in this way, it is necessary to adhere strictly to all recommendations on a national and faculty level.

Entering and spending time in the Veterinary Faculty facilities

- Students, teaching staff and employees at the Faculty, and also other people, may not enter the internal and external facilities of the Faculty, the yard and colonnade, if they have a high body temperature, respiratory symptoms (cough, difficulty breathing, runny nose), or other symptoms of an infectious disease (disturbed sense of smell and taste, fatigue, painful muscles, digestive disorder etc.), or if they are in self-isolation or have been found positive for the new coronavirus.
- When entering the Faculty, students must bring their student identity documents with them to prove their status.
- Time spent in any of the Faculty facilities must be organized to ensure the necessary physical **distance** and the appropriate **hygiene of hands and the space**. Use of shared spaces must enable maximum flow, with constant maintenance of the appropriate distance between people, and avoiding gatherings.

- It is mandatory to wear a protective mask (on the face, covering the nose and mouth at all times) in all closed spaces at the Faculty.
- It is necessary to disinfect one's hands as often as possible, especially after using shared facilities. Disinfectant will be available at the entrance to the buildings and lecture theatres, in the toilets, and other places.
- Hands should be washed thoroughly and according to the official instructions, and dried using disposable paper towels, which must be disposed of in a waste container with a lid.
- **Teaching staff, students and other employees of the Faculty are obliged to measure their temperature before entering the Faculty premises. A statement on undertaking to measure one's body temperature before every visit to the Faculty is part of these recommendations (enclosed), and it must be signed no later than the beginning of the academic year (by students) or after receiving these recommendations (by employees). The statements signed by employees will be kept in the office of the head of the institute or clinic.** The statements signed by students will be kept in the students' files in the Students' Office.
- In addition, all employees, visitors and other persons who enter the closed premises of the Faculty shall have their body temperature measured using a contactless thermometer, and it shall be registered on a Record Sheet, which they must sign in their own hand (the Record Sheet is enclosed with these Recommendations). The Record Sheet shall be kept in the office of the head of the institute/clinic.
- Before all teaching activities, all students shall have their temperatures measured using a contactless thermometer, and their temperatures will be recorded on a Record Sheet (enclosed with these Recommendations). In this way a record will also be kept of the students' attendance of teaching activities. The completed Record Sheet will be kept by the head of subject.
- All those with a high body temperature, and respiratory and/or other symptoms of an infectious disease **will be prohibited from working in or entering the premises of the Veterinary Faculty.**
- If when a person's body temperature is taken using the contactless thermometer a value higher than or equal to 37.2°C is recorded, it is recommended to wait 10 minutes before re-measuring that person's temperature. If their temperature is still high, it should be measured using a standard thermometer, under the arm. If the temperature measured is still high, that person must leave the working area or teaching activity, and their superior or the Student Office informed about their high temperature, in writing.
- If an employee is found to have a body temperature equal to or higher than 37.2°C when measured at home, they should inform their head or superior by telephone of this fact, and adhere to the measures issued by the national civil defence headquarters.
- If a student is found to have a body temperature equal to or higher than 37.2°C when measured at home, they should inform the head of subject and the Student Office by **electronic means (e-mail)**, and adhere to the measures issued by the national civil defence headquarters.

- **In the case of symptoms of COVID-19/an infectious disease, or if someone is a potential carrier/source of infection, all teaching staff, students and other employees of the Faculty are obliged to inform their superior or the Student Office immediately of this fact by electronic means (e-mail). Students who are unable to attend classes or examinations due to suspected or confirmed COVID-19 infection will be permitted to make up for their absence in good time, in arrangement with the Student Office and the head of subject.**

Lectures and seminars

- All lectures and seminars in enclosed spaces at the Faculty will be organized in a way that ensures the maximum hygiene and regular airing of rooms, and with respect for the minimum physical distance, wearing protective masks.
- Use of lecture theatres is planned in detail by the schedule, and any exceptions may only be permitted with the prior agreement of the Student Office.
- Airing and disinfecting all surfaces must be performed after each group of students leaves and before the next group enters the space.
- Students and teaching staff must come to the lecture theatre at least 10-15 minutes before the beginning of the teaching activity, so that a roll call of students may be conducted, and their body temperatures measured and recorded on the Record Sheet.
- There must be a barrier set up at the entrance to the lecture theatre preventing students from entering before their temperature is measured, and there must be hand disinfectant available.
- Inside the lecture theatre, there must be a fixed seating plan (where possible) with respect for the necessary spatial distance. It is recommended that students always sit in the same places in the lecture theatre.
- It is permitted for the teacher to shorten the length of the lecture or seminar by 5-10 minutes to gain extra time for airing and disinfecting the space between individual teaching units.

Exercises (method, laboratory work, practical work etc.)

- Classes in the form of practical work, in laboratories and similar premises must be organized with respect for all the preventive measures prescribed here (measuring temperatures before the beginning of the activity, wearing masks, washing and disinfecting hands), and must be adjusted to suit any specific circumstances.
- Students must take away any overalls and work clothes used during exercises after the activity (in an appropriate bag).
- It is also necessary to adhere to measures prescribed in other documents on occupational safety and protection from biological and chemical agents.
- Where possible, work stations should be spaced so that all students and teaching staff are at least 1.5 metres from each another, and each student should work at the same station every time.
- If students change their work stations, the stations must be wiped with disinfectant before the next student arrives.

Clinical and dissection exercises

- During exercises for clinical subjects, students and teaching staff must adhere particularly closely to all instructions and recommendations for prevention of COVID-19.
- All working clothes used by students and staff during these types of exercises must be washed as often as possible (at a temperature of at least 60°C) and kept clean.
- It is recommended that contact with the owners of patients be kept to an absolute minimum, pursuant to the regulations of the University Veterinary Hospital.

Field exercises

- Detailed instructions on field exercises will be issued during the semester, in line with the schedule for field trips and the places where field classes will be held.

Cleaning and disinfecting the internal premises of the Veterinary Faculty

- **All closed spaces of the Faculty** must be aired at least twice a day, before the arrival and after the departure of each group of students or employees, or a window should be left open if the weather permits.
- The spaces used by students must be disinfected every time the group changes. **Lecture theatres** are to be cleaned when there are no students present.
- **Contact surfaces**, such as door handles, window handles, working surfaces, keyboards, consoles, water cistern handles, electric switches, doorbells, and other surfaces touched by a large number of people, must be disinfected at the beginning and end of working hours, and if possible, several times a day.
- Special attention should be paid to maintaining the hygiene of toilets and all shared spaces, at least once a day, and more often if possible.
- All employees must take care to disinfect their working area regularly (desk, keyboard etc.).
- Cups, glasses and other eating or drinking utensils must not be shared with other people.
- Cleaning and disinfecting all the enclosed spaces of individual institutes and clinics must be undertaken by the employees designated for that work by the head of the institute.

LINKS TO FURTHER INSTRUCTIONS AND RECOMMENDATIONS

Instructions for cleaning and disinfection:

- Without patients suffering from COVID-19: <https://www.hzjz.hr/wp-content/uploads/2020/03/Ciscenje-i-dezinfekcija-prostorije-bezoboljeljih-od-COVID-19-2.4.2020..pdf>

- People suspected of having contracted or suffering from COVID-19: <https://www.hzjz.hr/wp-content/uploads/2020/03/Ciscenje-i-dezinfekcija-prostora-u-kojima-jeboravila-osoba-pod-sumnjom-COVID-19-2.4.2020..pdf>

Recommendations for work in libraries and secondhand bookshops during the COVID-19 epidemic:

- <https://www.hzjz.hr/wp-content/uploads/2020/03/Preporuke-za-rad-u-knji%C5%BEnicama-iantikvarijatima-tijekom-epidemije-koronavirusa-COVID-19.pdf>

Recommendations for prevention of infection in catering facilities:

- https://www.hzjz.hr/wp-content/uploads/2020/03/Preporuke_za_rad_ugostiteljskih_objekata.pdf
- https://www.hzjz.hr/wp-content/uploads/2020/03/Preporuke_za_catering_27_05_.pdf

Instructions for self-isolation:

- https://www.hzjz.hr/wp-content/uploads/2020/03/letak_samoizolacija.pdf
- https://www.hzjz.hr/wp-content/uploads/2020/03/letak-samoizolacija_EN.pdf
- <https://www.hzjz.hr/sluzba-epidemiologija-zarazne-bolesti/izolacija-tko-sve-treba-bitu-njoj-pravila-koja-trebaju-postovati-ukucani-osobe-koja-je-izolaciji/>

Recommendations for sporting activities:

- https://www.hzjz.hr/wp-content/uploads/2020/03/Preporuke-za-treninge-u-zatvorenom_2.pdf
- https://www.hzjz.hr/wpcontent/uploads/2020/03/Preporuke_za_trening_pripremne_utakmice_u_zatvorenom_04_06.pdf
- https://www.hzjz.hr/wp-content/uploads/2020/03/Sport_rekreacija_na_otvorenom-10-05.pdf

Instructions for wearing face masks:

- <https://www.hzjz.hr/wp-content/uploads/2020/03/Maske-za-lice-1.pdf>
- <https://www.hzjz.hr/wp-content/uploads/2020/03/Tko-ne-treba-nositi-masku-izuze%C4%87eod-obveze-no%C5%A1enja-maske.pdf>

Other recommendations and instructions: <https://www.hzjz.hr/sluzba-epidemiologija-zarazne-bolesti/koronavirus-najnovije-preporuke/>