



**Guideline  
For**

**Generic Preventive Measures/COVID-19 Appropriate Behaviour/SOP to be strictly followed by Students/Staff while inside the College premises.**

The following public health measures are to be followed to reduce the risk of COVID-19 by all (faculty members, employees, students and visitors) in the College premises at all times:

**STUDENTS WHO HAVE TAKEN BOTH DOZES OF VACCINATION ARE ONLY ALLOWED ENTRY AT COLLEGE PREMISES.**

1. The re-opening of the College w.e.f. 20<sup>th</sup> October 2021 shall be in a planned manner, with such activities where the students and staff can easily adhere to social distancing, use of face masks and other protective measures. This shall include administrative offices, research laboratories and libraries etc.
2. Students may attend College for off line academic activities only after obtaining written consent from their parents in the attached format.
3. Physical distancing of at least 6 feet to be strictly followed.
4. Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be done wherever feasible.
5. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing of used tissues properly.
6. Self-monitoring of health by all and reporting any illness at the earliest.
7. Spitting inside the College premises is strictly prohibited.

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8. Installation & use of Aarogya Setu App is a must for all students and staff.
9. Students / Staff shall Enter from Gate No. 1 and Exit from Gate No. 2.
10. Students vehicles will not be allowed entry inside the College premises.
11. Every Student/ Staff attending College will have to undergo temperature check at Gate No. 1. If temperature is found  $37\text{ C}^\circ$  or above, or upon observance of any symptoms of cold, flu, fever etc, entry shall not be allowed in the College.
12. During the entry from Gate no. 1 Students / Staff will sanitize their hands. A pedal hand sanitizer stand will be kept available at the entry point and at various other points inside the College premises.
13. Students and Staff shall not loiter around in the college premises nor mingle or interact with other staff/persons in the College, except for official work.
14. Wearing of Mask, Hand Gloves and maintaining social distancing is mandatory at all times while at the premises.
15. Final year students may also be allowed to join for academic and placement purposes, as per the decision of the Head of the institution, which shall be communicated to the Students.  
However, it shall be ensured that not more than 50% of the total students are present in the College premises at any point of time and necessary guidelines/protocols to prevent the spread of COVID-19 are observed.
16. Where ever possible, online/distance learning shall continue to be the preferred mode of teaching.





17. However, if required, students may visit their respective departments in a small number for consultation with the faculty members, after seeking prior appointments to avoid crowding, while maintaining physical distancing norms and other safety protocols.
18. Some students may opt not to attend classes and prefer to study online while staying at home. Institutions may provide online study material and access to e- resources to such students for teaching-learning.
19. Sitting places in classes, laboratories, computer labs, libraries etc. will be clearly marked, keeping in view the norms of physical distancing. At least one seat should be left vacant between two seats.
20. Wearing face cover/ mask/ Hand Gloves is a must at all times and at all places inside the campus.
21. Sharing of books, other learning material and eatables be discouraged.
22. The Canteen cafeteria etc. shall remain closed.
23. Parents should ensure that their children observe safety norms at home and whenever they go out.
24. Parents should not allow their children to go out, if they are not feeling well.
25. Parents are advised that the 'Aarogya Setu App' has been downloaded by their children.
26. Parents should sensitize their children and shall develop healthy food habits and measures to increase immunity.
27. Parents should ask children to do exercise, yoga, meditation and breathing exercises to keep them mentally and physically fit.





Mahavir Education Trust's


**SHAH & ANCHOR KUTCHHI ENGINEERING COLLEGE**

Affiliated to University of Mumbai & Approved by DTE & AICTE  
# UG Programs accredited by NBA for 3 years w.e.f. 1st July, 2019

28. Students and Staff living in Containment Zones will not be allowed to enter the College.
29. Students and Staff are requested not to visit areas falling in the Containment Zones.
30. Digital Certificate of Vaccination shall be produced while entry to College.
31. The Gymnasium shall be closed for use till further intimation.
32. All Students and Staff will be required to strictly adhere to the guidelines specified in the SOP. Anybody found violating the SOP shall be liable for strict disciplinary action.

AWK

VJ

  
Dr. Bhavesh Patel  
Principal

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