



UNIVERSITEIT VAN PRETORIA  
UNIVERSITY OF PRETORIA  
YUNIBESITHI YA PRETORIA

## Faculty of Theology

Fakulteit Teologie  
Lefapha la Thutatumelo

### **STRATEGIC (SAFETY) OPERATIONAL PROCEDURES FOR THE REOPENING OF THE FACULTY OF THEOLOGY & RELIGION DURING COVID-19**

The COVID-19 pandemic has totally disrupted and endangered lives and livelihood across the globe. The total lockdown at level 5, instituted by the South African government in March 2020, has affected us in so many diverse ways, including the closure of educational institutions. Fortunately, we are now in the space where President Cyril Ramaphosa has announced the implementation of the adjusted coronavirus risk level 3 strategies; allowing for 33% of the UP population to return to campuses.

The Faculty of Theology and Religion is committed to ensure the protection of health and safety of all its staff and students. We have consulted widely with all our line managers, departments and student bodies to ascertain measures, aligned with the UP COVID-19 Master Plan, which could be implemented in our Faculty to promote the safety and protection of individuals in the Theology Building. Our plan is to seriously minimise the use of the 33% permission of staff and students to return to the Faculty by continuing to work remotely.

In order to ensure the safety and protection of staff and students during this time of the coronavirus pandemic, the Faculty would observe the following protocols:

1. All entering the building would be required on a daily basis to sign a register indicating specific details.
2. Screening measures would be implemented at the entrance of the building.
3. Trained students and/or staff would be required to ensure that proper sanitisation measures are observed (sanitising products to be provided).
4. All entering the building must wear masks. No one entering the campus would be allowed without a mask so when a person enters the Theology and Religion Building they should be wearing a mask. Limited masks would be available.

5. The building would be given a thorough clean before reopening to receive staff and students
6. Building to be cleaned by the end of each day in preparation for the next day
7. Prepare a dedicated room in the building for further testing. This should have the necessary PPE's and trained/skilled personnel.
8. Apply strict measures for social/physical distancing.
9. All Teaching and Learning would continue to operate online until the end of the first semester. There would be no contact classes during this time even for final year students. If, at all, there is a need for contact lessons with the final year students, it must be authorised by the Dean.
10. Should there be a need to have contact classes, lecture rooms must have sanitising products at the entrance for staff and students to utilise. PPE, hand sanitizer, disinfectant surface sprays and signage relating to hygiene and safety protocols will be placed in all the building to be easily accessible to all staff and students returning to campus.
11. No lecture room should have more than 50 people in a lesson, if there are any contact classes.
12. Seating arrangements in the lecture rooms must ensure a safe distance of 1.5m between students. All in the class must use masks.
13. All meetings, of any nature, should be conducted virtually. Any contact meetings in the Theology Building must be authorised by the Dean. Ideally meetings should be no more than 12 people, proper measures of physical/social distancing must be observed, necessary sanitising must be catered for, and no person outside of UP should be included in contact meetings.
14. All communal facilities, example, the staff room must adhere to safe social distancing measures.
15. All communal equipment, example, the Photostating machine, must be sanitised after each use by the person using it.
16. All Postgraduate Students would continue to work remotely until the end of the first semester. Where it is necessary for postgraduate students to return to campus at certain times, say to access material in the Library, they would have to apply to the HOD and final authorisation must be granted by the Dean. The numbers would be monitored to ensure that no more than 100 postgraduate students would be granted such permission.
17. The Faculty staff would continue to work remotely until the end of the first semester thus staff is not expected to return to their office on 8<sup>th</sup> June. The only staffs that may return are: Dean, Deputy Dean, HOD's, Centre Director, Faculty Manager, Head of Student Admin, the Dean's SMA, and any other staff member duly authorised by the Dean, for example, staff finding it difficult to work from home.
18. Staff members over the age of 60 or with co-morbidities should be encouraged to work from home.
19. Staff with children at home should be allowed to work from home, where possible.
20. The Executive of the Student House Committee (6 members) may be allowed to return for specified times only by the authorisation of the Dean.
21. Indigent students may be allowed to return, duly authorised by the Dean. Such students must apply to the Dean's Office; the Faculty Student Advisor would assess the need and report to the Dean for authorisation. This would apply only to students living in residences. On return to the residences, students would remain confined to that location unless granted permission by the Dean to access the Hatfield campus to use the Library. The numbers in respect to indigent students should not exceed 100 persons.
22. Postdocs who need access to the university facilities, especially the Library, may return, duly authorised by the Dean.

Submitted by,

A handwritten signature in black ink on a light background. The signature is cursive and appears to read 'Pillay'.

Prof. J. Pillay  
Dean: Faculty of Theology and Religion