Kochi University Crisis Management Office
April 28, 2020

For Students
Guidance on Infection Prevention and Control for Covid-19
Bulletin 3
Instruction Period (May 7 – September 30)

* A part of the measures under the Guidance may be relaxed or tightened based on prudent judgment in accordance with the change in the circumstances. Check the latest information at the website or KULAS.

The number of confirmed infection cases with COVID-19 continues to increase in Japan. The Government expanded the areas under the declaration of state of emergency to all the prefectures on April 16. The Governor of Kochi Prefecture also issued the request to refrain from leaving residence.

Young people mostly develop mild symptoms so they could be spreading COVID-19 without realizing they are carrying the virus. To protect yourself and loved ones, Kochi University asks all the students to comply with the Guidance and study the classes of the first semester.

1. General policy

Kochi University will implement measures to help prevent the spread of COVID-19 along with carrying out the classes of the first semester. You are strongly advised to comply with the following items.

Classes will be carried out online by September 30. Accordingly, you are not allowed to go to the university during the period till September 30. Going to the university may be allowed for an experiment or practice in the period. In such cases, however, you must follow the instructions of faculty or department.

(We will keep you informed of the latest developments through KULAS in case our policy needs amendment in case Kochi sees a surge in the number of confirmed cases. Please check the following website as frequently as possible.)

[Website of Kochi University: http://www.kochi-u.ac.jp/]

- A high temperature (37.5°C or more) or flu-like symptoms – cough, sneeze, runny nose, sore throat
  You must contact the inquiry counter of your department (major) listed in 10. "Contact us" below at first, and remain at home for extra 24 hours from the recovery from symptoms.
  Note: Those with symptoms caused by hay fever is not subject to the restriction.

- 14-day self-isolation for all international arrivals
  Everyone arriving in Japan is required to contact the inquiry counter and self-quarantine for 14 days. Stay at home and keep monitoring your health every day.

If you have the following symptoms, contact Kochi Prefecture / Kochi City Consultation center for people with potential exposure to Covid-19 (Phone: 088-823-9300).

- flu-like symptoms or a high temperature (37.5°C or more) for four consecutive days or more. (Two consecutive days if you have underlying medical conditions.)
  Note: The condition includes having to take antipyretic to reduce temperature

- feel extreme fatigue, have difficulty breathing

- have acute taste and/or smell disorder
2. Change in the schedule

Preparation of network environment
- Make sure you have access to the internet for remote learning.
  * 90 minute-online class requires approximately 100 MB (sound only) to 1 GB (high quality video streaming) of data transmission and an increase in internet usage is also estimated for preparation of tasks and other works, which would result in transmitting approximately 50 GB monthly. Therefore, students are recommended to use an optical network or other network without the data volume cap. When using the Pocket Wi-Fi or mobile networks, such as smartphones, we recommend you contracts equipped with the option for free data transmission up to 50 GB.
- Classrooms and other in-campus facilities in which the intra-university network is available will be closed to prevent the spread of infection. Avoid using free Wi-Fi in public places as it will increase the chances of infection.
- If you find a difficulty in studying online at home due to a lack of network environment or other reasons, contact the inquiries counter of each department.

Lectures and seminars
- All the classes of the first semester will not be carried out in face-to-face but via synchronous or asynchronous online classes or working on tasks and report submission (hereinafter referred to as “online classes, etc.”).
- The examination period of the first semester (from August 3 (Mon.) to August 7 (Fri.)) will remain unchanged.
- The period after the examination period till August 31 will be the makeup class period. Classes to be offered during the makeup class period will be announced via KULAS.

Experiments, practices, and seminars
- During the first semester, no face-to-face classes including indoor and outdoor experiments, practices, and seminars, but excluding the following, will be carried out.

* Only when no students and faculty and staff members of Kochi University have been confirmed to be infected with COVID-19 and the request from the Governor of Kochi Prefecture for refraining from leaving residence has not been issued under the declaration of state of emergency announced by the Government, the following experiments and practices can be approved.

1) Experiments and practices required in obtaining national qualifications and teacher’s certificates. These activities may be approved to be carried out along with the safety measures in June or earlier based on prudent judgment.

2) Other practices and experiments needed to be carried out urgently These activities may be approved to be carried out along with the safety measures in June or later based on prudent judgment.
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* The subject, date and time of the practice/experiment, and how to attend falling under 1) or 2) will be notified via KULAS by two weeks before the practice/experiment at the latest.

* Measure and record your body temperature over the two weeks till the practice/experiment and report your health condition in advance to the faculty member in charge of the practice/experiment. Students who have a fever (37.5°C or higher) or cold symptoms (coughs, sneezes, runny noses, sore throats) are not allowed to attend the practice/experiment.

* If you are going to be absent from a class due to a fever or other cold symptoms, your absence will be treated as an “exception absence.” So, be sure to contact the inquiry counter.

* Students staying the areas under the request from respective governor to refrain from leaving residence must not move in Kochi Prefecture and follow the instruction of the faculty member in charge of the class.

3) Students should refrain from carrying out experiments and the like for graduation, master’s degree, or doctoral degree thesis. Provided, however, that these actions may be allowed if such activities have been found to be indispensable in continuing their research as a result of consultation with the faculty member in charge and the approval of respective department head has been obtained.

Other matters

○ You must contact the inquiry counter of your department when the cancellation of subjects you need to take might impact negatively on your graduation or qualification for graduation thesis preparation.

○ No gathering of any kinds including club and sport activities, welcome events for new students and so on is not allowed during the first semester.

○ We will continue to keep you informed about the latest developments with regard to remote learning. Please check our messages posted on KULAS as frequently as possible.

3. If you must come to campus

○ Always wear a mask. (to prevent your cough from spreading the virus) or cover your mouth and nose with a tissue or a handkerchief, or with the crook of your arm when coughing or sneezing if a tissue or handkerchief is unavailable).

  Note: When wearing a mask, use a disposal replacement sheet in order to extend the use of the mask over time.

○ Frequently wash your hands thoroughly with soap and running water. When you are at a location where alcohol antiseptic solution is available, be sure to sanitize your hands.

○ Keep away from others. Avoid non-essential social gathering including having a meal face to face. Wear a mask whenever the situation is unavoidable.

4. General policies for COVID-19 control in everyday life

○ For the time being, keep self-monitoring your health e.g. Taking a temperature every morning before leaving home. If you forget to take a temperature or don’t have a thermometer (you should have one ideally), contact KU’s Health Service Centre.
Frequently wash your hands with soap and running water for at least 20 seconds and gargle.
Avoid unnecessary, non-urgent trips outside the home and cancel travelling to areas under the request of refraining from leaving residence issued by respective governor, returning to your hometown if designated as such area, and movement from these areas to Kochi Prefecture.
Cancel non-essential social gatherings including indoor events, parties of any kinds taking place in a room with the doors shut.
Older people and people with underlying health condition are most at risk of developing severe symptoms. People with no symptoms can spread the virus. For this reason, avoid contact with the elderly and patients with underlying diseases as much as possible.
To better track the possible outbreak on campus, keep your travel record.
Boost your immune system by getting enough sleep and eating a balanced diet on a regular basis.
Anyone can get the virus so harassment or abuse against coronavirus patients and those who have been in close contact with them is strictly prohibited.
It is normal to be worried about what you’re seeing, reading and hearing on the news today. We recommend talking to friends and family to share your worries.

Note: Please read the following conditions. Contact University Consultation Desk (10) for advice if the situation applies to you.

5. If you have coronavirus symptoms
- The local public health centre will conduct a test (hospitalization, isolation, etc.).
- We will contact your parents (or guardians) if we know you have it.
- The local government will ask you to help track the outbreak.

6. If you have been identified as a close contact of a person with confirmed COVID-19 infection
- The local public health centre will conduct a test (self-quarantine for two weeks, etc.)
- We will ask you to self-quarantine for two weeks even if you test negative.
  Even after a test result is negative, you need to stay at home for two weeks by default, after the contact, just to be on the safe side. Provide assistance in identifying secondary contacts (close contacts).

7. If you THINK you might have been in close contact of a person with confirmed COVID-19 infection
- Do not come to campus. You are asked to stay at home for six days from the last contact with the person at the discretion of your department head. When you are in campus, immediately return home and stay home to see if any symptom develops.

8. If you have been in close contact of a person who have been in close contact of a person with COVID-19
- During the period until the person who had been in close contact of a person infected with COVID-19 has been confirmed to be negative, you are asked to stay at home at the discretion of your department head.
When you are in campus, immediately return home and stay home to see if any symptom develops.

9. If anyone on campus tests positive
   ○ The campus will close and workers from the local health centre will be dispatched to spray a fog of disinfectant. We will keep you informed of the reopening of the campus through KULAS.

10. Contact us
    Refer to the contact points listed in “7. Contact us” of “Kochi University’s Response to COVID-19” available at the University website (http://www.kochi-u.ac.jp/_files/00138901/20200420_E.pdf) for details.

○ To register an absence due to Covid-19 symptoms
  (Asakura) Faculty of Humanities and Social Sciences, Humanities and Social Sciences
    Phone: 088-844-8649
  Faculty of Education, Studies in Education, Program for Advanced Professional Development
    in Teacher Education
    Phone: 088-844-8653
  Faculty of Science and Technology, Studies in Science and Technology, Science Program,
    Applied Science Program
    Phone: 088-844-8742
  Faculty of Regional Collaboration, Regional Collaboration, TSP
    Phone: 088-844-8903

  (Oko) Medical School
    Phone: 088-880-2262
  Medical Science, Nursing Science, Medicine
    Phone: 088-880-2263

  (Monobe) Faculty of Agriculture and Marine Science, Agriculture and Marine Science, Agricultural
    Science
    Phone: 088-864-5168
  Kuroshio Science
    Phone: 088-864-5116

○ For medical advice
  (Asakura) Health Service Center Phone: 088-844-8158
  (Oko) Health Service Center Phone: 088-880-2581
  (Monobe) Monobe Branch Office Phone: 088-864-5121
    Note: Do not go to Health Service Centers (Health Counseling Room) without an appointment.

○ Other matters
  Student Counselling Room Phone: 088-888-8010

○ Advice for students with underlying medical conditions (weakened immune system, respiratory diseases, and diabetes)
Office for the promotion of inclusion and accessibility
Phone: 088-888-8037
e-mail: shugakushien@kochi-u.ac.jp