



Version 3, updated 6 October 2021

Face Coverings Policy

1. Introduction

1.1 To ensure Cardiff Metropolitan University remains safe and enjoyable for all during the Covid-19 pandemic this face coverings policy has been developed. The face coverings policy sets out the rules for all people who enter university buildings wearing a face covering whilst on site. This policy will be kept under review as guidance on Covid-19 changes and evidence emerges about a new variant of Covid-19.

1.2 Unless exempted the University require people to wear face coverings:

- in all shared spaces, including teaching spaces;
- where it is not possible to maintain social distancing or;
- where it is required by risk assessment;
- face coverings should also be worn outdoors where it is not possible to maintain social distancing or where it is required by risk assessment.

2. Face Coverings Policy

2.1 Cardiff Metropolitan University's approach to managing the Covid-19 pandemic has been focused first and foremost on the health and wellbeing of all members of our community. This has helped us as we develop processes for staff and students to return to campus in a way which is consistent with the social distancing legislation which exists in Wales, and which prioritises safety. Our planning continues to assume that we should be socially distancing to at least 2 metres.

2.2 All returns to campus have been supported by Covid-19 health and safety risk assessments, so that we can understand how best to make spaces safe for staff and students as well as any other visitors to our sites.

2.3 This policy and applies to all people coming into our space; those who have a legitimate exemption will need a risk assessment to consider how we can enable safe access to spaces. Clear signage will be displayed



where we would like face coverings to be worn.

- 2.4 Non-medical face coverings – simple fabric masks which you can purchase or make yourself – are not regular types of PPE. Most PPE is worn because it protects the user from a specific risk, but face coverings are intended to protect other people. There is growing evidence to show that these types of face coverings can reduce the transmission of the virus from infected people. As many people may not even be aware they are infected, we are including the use of face coverings in our risk assessment process because they can help increase the safety of our community in areas where it would be difficult to protect people otherwise. Staff can choose to wear additional protection – such as face shields – in addition to face coverings.
- 2.5 We hope that staff and students will understand the importance of our own behaviour in keeping all members of our community safe. Until there is a change in the requirement to socially distance, we will need to work together for our safety, and face coverings will play a part in this. It is vital that people continue to socially distance even when wearing face coverings.
- 2.6 We are aware that there will be some people who, for various reasons, are unable to wear face coverings. Some exceptions include:
- you have a mental or physical health condition or disability where a face covering would be inappropriate because it would cause difficulty, pain or severe distress or anxiety or because you cannot apply a covering and wear it in the proper manner safely and consistently.
 - if for any reasons you have brought children on site, it is not recommended that children under 3 years of age wear face coverings.
 - you have a reasonable need to eat or drink.
 - you need to take medication.
 - you need to communicate with someone else who relies on lip reading (make sure you do so using the two metre social distancing rules).
 - a relevant person, such as a police officer, asks you to remove your face covering.



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- 2.7 Any staff, students or other visitors to our campuses who have a legitimate exemption will need to have a risk assessment so that we can make reasonable adjustments to allow them to attend safely. Staff should do this through their managers, and students should contact their Schools.
- 2.8 Staff who teach or are in regular contact with students need to feel safe, and we will be communicating with students about the importance of wearing face coverings and social distancing while they are on campus. We are not asking staff to become enforcers for this policy, however if staff feel uncomfortable with the behaviour of others, they will be supported to ask people to leave if they do not comply with this policy.
- 2.9 The University will provide staff and students with two washable non-medical face coverings and provide guidance on how to use these; visitors to our buildings who do not already have a face covering may collect one from reception. If you lose these or need more, you can purchase further masks from the University, purchase them from elsewhere, or make your own.

This policy will be kept under review as guidance on Covid-19 changes and evidence emerges about the new variant of Covid-19.

Updated 8 January 2021*

*The previous version of the policy from 25 August 2020 required people visiting University buildings to wear non-medical face coverings in spaces where it was not possible for people to maintain a distance of 2 metres, such as corridors, communal spaces, smaller teaching spaces etc. In spaces where it was possible to reduce the number of people in a space or mitigate the risk by moving furniture (such as in teaching spaces), face coverings were not required.

Updated 12 February 2021**

**The previous version of the policy allowed those who could not wear face coverings to do so without any risk assessment. This change has been made after undertaking an equality impact assessment.

Updated 2 June 2021***

A list of areas where face coverings are not required was added.



Updated 1 October 2021****

Alignment with Welsh Government's Infection control framework for higher education that strongly recommends the use of face coverings in the teaching and learning environment where physical distancing cannot be maintained, supported by a Covid-19 Risk Assessment.