

SUNWAY EDUCATION GROUP

COVID-19 Advisory #17

Return to Campus Guidelines

Dear Students, Parents and Members of the Sunway Education Group (SEG),

1. All our Sunway Campuses and Institutions have been preparing for the imminent return of our students, awaiting with much eagerness news from our authorities to allow for us to welcome our student community back, especially for face-to-face classes, with special care taken to ensure the safety and security of our community (<https://bit.ly/2CF1Mnr>).
2. The latest directive from the Ministry of Higher Education Malaysia on the 3rd of June 2020 allows for the return of specific categories of students back to campus in stages. In accordance to their permissibility, all postgraduate research students have been allowed to return to campus to resume their research work.
3. Over the next few months, we are permitted to allow the following categories of students to return to campus for specific Teaching and Learning (T&L) activities:
 - a) In July, all Pre-University programmes, Certificate-level and Diploma-Level students.
 - b) In July, 1st year and those final year degree students whose programmes involve practical work and experiential learning which require the use of facilities on-campus. (However, Sunway University has informed that their students in this category will only resume face-to-face classes in the August 2020 semester as it would be their end-of-term in July.)
 - c) Ongoing, all students who need access to services and facilities, which support their learning and well-being; e.g. library, internet, counselling services etc.
4. All decisions regarding academic delivery is determined by the directives we receive from the authorities. The Ministry's rationale to only allow specific categories of students back on campus, for now, is to reduce the risk of COVID-19 infection in the nation and to protect the safety and security of our community, by staggering the number of students returning to their respective campuses nationwide.
 - a) Please contact your respective Institutions, Schools or Departments for more specific information regarding details such as the mode of delivery (face-to-face and/or online) or any academic matters.
 - b) Provisions will be made to virtually support those who are unable to attend face-to-face T&L sessions.

5. To ensure your safety and security, we have also developed Health & Safety Standard Operating Procedures, which are applicable for now:
- a) Everyone (including all staff members, students and visitors) is required to declare their health status DAILY before entering the campus by completing the eHealth Declaration (<https://sunway.edu.my/edeclare>). After you click submit, you will receive a QR Code; which is valid for the whole day. Please show your QR code to our security personnel each time you enter the campus.
 - b) Temperature checks will be administered by our Security personnel at all entry gates to the campus. Only those of good health and low risk will be allowed on campus at any time. Anyone who is unwell (including body temperature that exceeds 37.5°C) will not be permitted to come on campus. They should instead seek immediate medical attention, obtain the necessary medical leave of absence and practise self-isolation/stay at home.
 - c) As the coronavirus is spread by water droplets, it will be the personal responsibility of all of us to wear some form of face mask, which covers the nose and mouth, upon entry to the campus and as long as we are in the company of another person in their surrounding space or when we meet others. Anyone who is found not to be wearing a face mask will not be allowed entry or will be asked to leave the campus.
 - d) All of us should be appropriately and physically distanced from each other.
 - i. The Ministry of Health and Department of Occupational Safety and Health social distancing norm is for people to adopt a one metre distance from each other at this moment.
 - ii. Social distancing in the elevators, cashier counters, cafeteria and all other common areas are to be observed by all. Social distancing markings have been laid out to ensure safe and appropriate social distancing in these areas. As we may have to wait long for the elevators because of the social distancing measures, we are all encouraged to use the staircase.
 - iii. We will revise the distancing measures accordingly as directed or advised by the relevant and appropriate agencies.
 - e) To facilitate contact tracing (should this become necessary) all will be required to scan the QR codes placed at various entrances of designated places within the campus compound such as offices, classrooms, lecture theatres, labs, etc, before entering.
 - f) Highly touched surfaces such as front counters, door knobs or handles, railings, elevators will continue to be regularly wiped with disinfectant daily. We should also take care and effort to keep our personal work and study areas clean at all times.

- g) We must all continue to adhere to good hygiene and safety practices, which include washing the hands frequently, no physical contact and avoiding the touching of any parts of the face.
6. The coronavirus pandemic is far from over. As of 22 June 2020, about 9 million cases and 469,000 deaths have been confirmed globally (<https://coronavirus.jhu.edu/map.html>). While Malaysia appears to have successfully controlled the outbreak, there remains the risk that new COVID-19 cases may surge as MCO restrictions placed on economic sectors and human activities continue to be relaxed. The safety, security and well-being of our staff and students continue to be our utmost priority, as we try to create a “safe bubble” within our campuses.
- a) In facilitating the return of our students, kindly ensure that we adhere strictly to the guidelines and standard operating procedures (SOPs) mentioned in this Advisory to stay protected and not risk disciplinary action for endangering the safety and health of others on campus.
- b) As a matter of principle, please maintain social distancing and avoid crowding in any spaces in campus.
7. The management will continue to update guidelines, as advised by the relevant authorities and medical experts from time to time. In addition, precautionary measures taken before the MCO, which still apply, will continue to be observed, such as frequent cleaning and sanitizing of common surfaces, etc.
8. Thank you for your cooperation and I look forward to welcoming you back on campus. Let’s be socially responsible and work together to continue ensuring that our campus remains COVID-19-free.

Thank you.

Elizabeth Lee (Dr)

Chief Executive Officer

Sunway Education Group

25 June 2020 @ 2000 hrs