

AAU COVID-19 PLAN 2021/2022

This plan has been approved by the President's Collegium in the Executive format, and takes into consideration regulations and measures from the Czech Government as of November 24, 2021. The plan is subject to change as official regulations and measures are adjusted.

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I. General COVID-19 related information

- In the setting of educational institutions with face-to-face instruction, the risk of COVID-19 is lower in small classes, activities and events, where individuals remain spaced at least 1.5 - 2 m apart and do not share objects.
- COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. Therefore, personal prevention practices (such as [handwashing](#), [staying home when sick](#)) and environmental prevention practices (such as [cleaning and disinfection](#)) are important principles for everyone to follow.

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Students, faculty and staff should apply these prevention practices.

COVID-19 symptoms:

- Anyone can have mild to severe symptoms.
- People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:
 - Fever of 37.8 degrees Celsius and higher or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea, abdominal pain or loss of appetite

Students, faculty and staff should self-monitor for these symptoms daily and if they think they are ill, stay home until they can consult with a medical professional or be tested. See below for detailed reporting duties and procedures.

II. On-site, virtual and hybrid classes at AAU

- AAU's default format of instruction is on-site learning.
- Reflecting the current governmental and legal requirements, AAU Fall 2021 classes are taking place in-person.

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- Remote instruction is available during the Fall 2021 semester only for those students who are unable to come to Prague for visa related matters or reasons related to COVID-19.
- All courses with at least one remote student will deliver face-to-face (synchronous) instruction to both on-site and remote students; the classes will be recorded and recordings made available to remote students.
- Details about how instruction is modified in the fall term can be found in the [Academic Guidelines for the Fall Term 2021](#).
- All students have received login credentials and other information from the AAU IT department in order to access the **NEO e-learning portal** and the **MS Teams** communication platform, relevant for onsite as well as remote learning.

III. Hygienic measures on the AAU Campus

The health and safety of our students, faculty and staff is the primary concern of AAU. AAU has therefore put measures in place that will help us keep our students, faculty and staff safe this fall.

They include the following:

- AAU requires proof of vaccination, proof of recovery of COVID-19 or a negative PCR test result for its students, staff and faculty.
- Fully vaccinated faculty and staff and those who have recovered from COVID in the past 180 days, must send their vaccine certificate or proof of recovery of COVID either to **Lucie Kacovská** at lucie.kacovska@aauni.edu or **Kateřina Fojtů** at katerina.fojtu@aauni.edu by **August 30, 2021**. If you have already submitted your vaccination certificate, please disregard this request.
- Not fully vaccinated or unvaccinated faculty and staff must send a PCR test result either to **Lucie Kacovská** at lucie.kacovska@aauni.edu or **Kateřina Fojtů** at

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katerina.fojtu@aauni.edu. Staff and faculty must have a valid negative PCR test on record at AAU at all times before entering campus. The validity of PCR tests, accepted by AAU is seven (7) days from the date of the test itself. Acceptable tests are those from official testing centers. For more information please see

<https://covid.gov.cz/en/situations/infection-and-general-measures/how-get-tested>

- Please note that effective November 1, 2021 both PCR and antigen tests in official testing centers are no longer free of charge. Effective from November 22, AAU will cover the costs of 4 PCR tests per month for unvaccinated staff and faculty until further notice. The requests for refunds can be sent to **Lucie Kacovská** at lucie.kacovska@aauni.edu or **Kateřina Fojtů** at katerina.fojtu@aauni.edu
- Given the current epidemiological situation in the Czech Republic, AAU highly recommends to its staff and faculty to get vaccinated against Covid-19.
- AAU accepts vaccination certificates confirming the administration of the following vaccines: BioNTech and Pfizer, Moderna, AstraZeneca and Janssen Pharmaceutica NV/Johnson & Johnson. Additionally, AAU will recognize the Sputnik and Sinovac vaccines for the purposes of students attending in-person classes.
- Vaccinated students and those who have recovered from COVID in the past 180 days must upload their vaccine certificate OR proof of recovery of COVID to NEO in the corresponding assignment in the course "[Vaccination certificate / Proof of recovery / Test result](#)"
- Students who are not vaccinated or have recovered from COVID in the past 180 days must upload a negative PCR test result to NEO in the corresponding assignment in the course "[Vaccination certificate / Proof of recovery / Test result](#)". A valid negative PCR test result must be uploaded in NEO, at all times before entering campus. Acceptable tests are those from on-site testing centers; for more information please see: <https://covid.gov.cz/en/situations/infection-and-general-measures/how-get-tested>. Alternatively, those students who cannot provide a negative PCR test result, can e-mail the

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Dean of Students Ms. Katerina Vanova at katerina.vanova@aauni.edu to request to switch online for the remainder of the fall 2021 semester. The request should contain a filled Petition Form which can be found [here](#). Requests will be reviewed on a case-by-case basis.

- Students should have their proof of vaccination or test result at hand also in classrooms, as teachers are authorized to check them and will ask students to leave the class if evidence of a vaccination or test certificate can not be provided by the student. **Masks** type N95 are **REQUIRED** inside all AAU premises, including classrooms and the library for all students, staff, and faculty at all times.
- Students, staff and faculty, who do not provide a vaccination certificate, proof of recovery of COVID in the last 180 days or a negative PCR test result are not allowed to enter the AAU campus or attend classes.
- Regular checks of the required certificates will be conducted on AAU campus by student assistants, at this time on Monday and Wednesday mornings at the main entrance.
- Students, faculty and staff members who do not comply with these guidelines may face disciplinary measures.
- Visitors must wear N95 type face masks everywhere at AAU campus and provide proof of their infection-free status to the receptionist before entering campus, if requested by AAU staff. In addition, general governmental COVID-19 regulations apply.
- Every person entering the AAU campus is expected to use hand sanitizer from one of the hand sanitizer stations placed on campus.
- Everyday disinfection of door handles, water dispensers, keyboards, tables, classroom chairs, and other high-touch surfaces is done by AAU as well as additional deep cleaning throughout the semester.

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IV. Classroom setting, Home Office and Events at AAU

- Because of AAU's small classrooms, keeping windows open as much as possible is recommended.
- Students, faculty, and staff are encouraged to keep their personal items (e.g., cell phones, other electronics) and personal work spaces clean and to use disinfectant wipes or cleaning solution to wipe down shared desks, equipment, and other shared objects and surfaces before use.
- Distance between desks may be adjusted if necessary. *If assistance is needed to relocate furniture please contact mar.tykhonovych@aauni.edu*
- Home Office (work from home) regulations for AAU staff are subject to the decision of the AAU President during the duration of the COVID-19 pandemic, taking into consideration the instructions or regulations of the Czech Government and AAU's accreditation agencies. Employees should speak with their supervisor to request home office approval and follow internal AAU regulations.

Opening hours/shifts of AAU offices are the responsibility of each department or office. Each supervisor decides on shifts for the department and is responsible for the regular function of the department.

Events on AAU Campus will be organized by the AAU Events Manager in accordance with Czech Government regulations. All members of the AAU community are asked to follow instructions and cooperate with the AAU Events Manager, Operations staff and AAU management in this regard.

V. Reporting Duties and Procedures

- AAU requires students, faculty and staff to report to AAU:

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- If they have arrived in the Czech Republic from abroad, were required to undergo a COVID-19 test according to Czech Government regulations and have tested positive.
 - If they have been in contact with persons who have tested COVID-positive, who show COVID-19 symptoms or have arrived from “red zone countries”
 - If they have COVID-19 symptoms and therefore are in self-quarantine and/or in contact with a medical doctor and/or the respective hygienic station
- AAU recommends that its permanent faculty and staff undergo PCR COVID-19 test if they have symptoms consistent with COVID-19. If a student, faculty or staff member has reported that he/she has tested positive for COVID-19, AAU will undertake respective measures concerning other AAU community members and if indicated contact the hygienic station. Unless the hygienic stations recommends a different procedure, the following applies:
 - Students or faculty in an on-campus class testing positive: every student in each of the students’ classes, along with every faculty member, will be notified. Each class will switch to virtual learning for a minimum of 7 days. Everyone in the class should stay off campus for 7 days, get a PCR test if they begin to exhibit symptoms and send its results to the contacts listed below.
 - Staff member testing positive: every member of that person’s immediate department and colleagues who have been in contact with the staff member will be notified. The noticed colleagues of the staff member must stay off campus for 7 days, get a PCR test and send its result to the contact listed below. If no PCR test results are provided the notified colleague must stay off campus for 14 days.
 - Family members or close contacts of staff or faculty: the staff member or faculty must stay off campus for 7 days, get a PCR test and send its result to the contact listed below. If no PCR test results are provided the staff member or faculty must stay off campus for 14 days.

VI. Important Contacts and Resources

- All **students** who have questions about AAU's COVID-19 requirements and measures should email katerina.vanova@aauni.edu.
- All **faculty and staff** who test positive or have questions about AAU's COVID-19 requirements and measures should email lucie.kacovska@aauni.edu.

IMPORTANT RESOURCES ABOUT CZECH GOVERNMENT COVID-19 RELATED MEASURES:

<https://www.mvcr.cz/mvcren/article/coronavirus-information-of-moi.aspx>
<https://koronavirus.mzcr.cz/en/>
<https://www.prg.aero/en/testing-covid-19>

TESTING LOCATIONS:

<https://koronavirus.mzcr.cz/seznam-odberovych-center/>

TRAVEL:

Travelers entering the Czech Republic should regularly check the [Czech Ministry of Interior website for the latest information regarding COVID-related travel](#).

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<https://www.aauni.edu/covid-19-information-and-resources/>