



INSTRUCTIONS & RULES IN THE CAMPUSES

Update : March 2021



COVID-19



At your disposal on campuses

- **Water and soap** to wash hands as often as possible (in the sanitary facilities)
- **Hydroalcoholic gel and disinfecting foam** (map available on campuses)
- **Wipes and Disinfecting sprays and paper towel** (in the catering and sanitary areas)
- **Specifics Bins in the classroom** for throwing your masks, gloves, wipes

Please note :

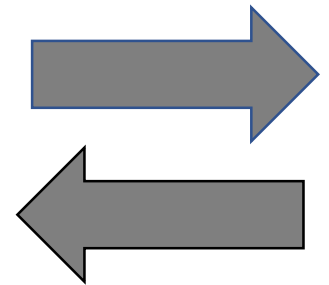
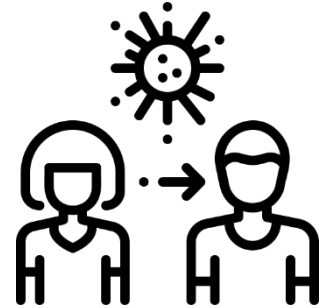
Cleaning/disinfection is very strongly reinforced within the school.





To be respected

- **Wearing a mask is compulsory for everyone, EVERYWHERE.** *Students and all employees must wear a mask under all circumstances.*
- **Each classroom is equipped with a sign indicating the number of people possible in that space,** with compulsory mask (total capacity) and with optional mask (with a distance of 1 person out of 2 in the space) when the sanitary measures will be relaxed.
- **Offices: Mask or Visor is compulsory in shared offices.** **Avoid entering offices that are not yours and stay at the entrance to exchange.** *If you have to enter the office at the indicated times and wear the mask in the office*
- **In meeting rooms and the library,** mask is mandatory until new government recommendations
- **Respect the correct flow direction and the arrows which are stuck on the stairs and the circulation area**
- **For students, leave the campus as soon as your day of courses is over**





Instructions within the campus :

Getting around the Campus



Respect of distance rules : 2 m between entre 2 persons.

Mandatory mask in all campus areas.

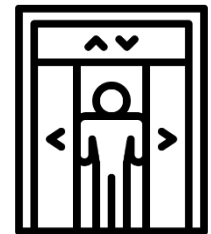
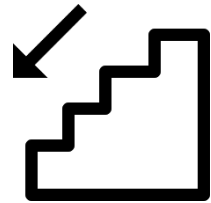
The stairs :

→ *Risk of crossing on the stairs : priority to people going downstairs, wearing a mask on stairs*

→ *Avoid touching the handrail on the stairs (even if they are disinfected everyday)*

Elevators : *choose the stairs, otherwise use a disposable paper or tissue to press buttons and throw the paper in a trash can at the elevator exit.*

Respect the maximum number of people allowed. Wearing a mask is mandatory if 2 people are in the elevator.



To use the sanitary facilities :

→ *No more than 2 persons in the sanitary facilities where barrier measures must be maintained*

→ *Dispensers for wipes or spay&paper + bins are available for disinfecting the WC if necessary.*

→ *Do not use hand dryers, but throw paper in the trash can*





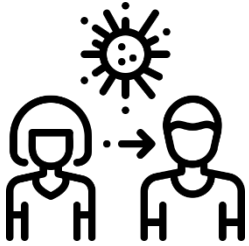
Instructions within the campus :

Opening and closing Campus

Wearing a mask IS MANDATORY

→ IN ALL AEREAS

→ AT ALL HOURS



We ask students not to stay on Campus if they no longer have classes

Ouverture /Fermeture	Du Lundi au Vendredi	Samedi	Dimanche
CAMPUS DE LILLE	7h30 à 22h	7h30 à 13h30	Fermé
CAMPUS DE PARIS	7h30 à 22h (Promenade) 7h30 à 21h (GA)	7h30 à 13h30 (hors Executive Education Paroi Nord)	Fermé

Outside areas , rules to respect

We are asking you, of respecting each other:

- *Wear your mask*
- *Respect distanciation*
- *Smoking areas have been removed*



Instructions for eating on campus:

For eating, the restaurant areas



- *Respect of hygiene measures: wash your hands thoroughly (for at least 20 seconds) before eating.*
- *A sign/display on the maximum number of people per zone is defined.*
- *The number of chairs or stools corresponds to the maximum possible number of people in the lunch area*
- *The use of shared crockery and collective sponges is forbidden.*
- *Prefer the use of individual isothermal bags*
- *Favour home-made and/or cold dishes*
- *Wear a mask in the cafeteria queue*



Attention: no microwaves accessible in the student areas. Favour cold meals, salads, sandwiches taken on the Campus.

After eating, wash your hands thoroughly.

The Campus cleaning team will come by in the early afternoon to disinfect surfaces.



In case of symptoms or known contact with infected people

- Do not come to the Campus
- Make your manager aware
- Follow the governmental instructions

In case of symptoms (see [health questionnaire santé below](#)) making you think of COVID19 :

- Come back to and/or stay at home,
- Avoid contacts,
- Call a doctor before going to see him or call the number of the regional healthcare permanence.
You can also benefit from a teleconsultation.

If the symptoms get worse with difficulties to breathe and suffocation signs, call the SAMU-Centre 15.

Vous avez des questions sur le coronavirus ?



[GOUVERNEMENT.FR/INFO-CORONAVIRUS](https://www.gouvernement.fr/info-coronavirus)



0 800 130 000
(appel gratuit)



Health Self-diagnostic :

Do you think having or having had fever these last days (chills, sweats) ?

Oui **Non**

Is your body aching ?

Oui **Non**

Since these last days, do you have a cough or an increase of your normal cough ?

Oui **Non**

These last days, did you notice a strong decrease or loss of your taste or smell ?

Oui **Non**

These last days, did your throat hurt ?

Oui **Non**

These last 24 hours, did you have runs ?
With at least 3 loose stools.

Oui **Non**

These last days, do you feel an unusual tiredness ?

Oui **Non**

In the last 24 hours, did you notice an **UNUSUAL** shortness of breath when you talk or make a small effort ?

Oui **Non**



Risk individuals

■ Are you a person considered as at-risk in front of the COVID-19 ?

- Pregnant women
- Chronic respiratory diseases (asthma, chronic bronchitis...);
- Chronic Respiratory insufficiencies ;
- Cystic fibrosis ;
- Cardiac failures (all causes) ;
- Coronary artery diseases ;
- Medical history of cerebrovascular accidents ;
- Unbalanced Arterial hypertension ;
- Chronic kidney disease ;
- Type 1 insuline-requiring diabete and type 2 diabete ;
- People with immunodepression :
 - Cancer and haematological pathologies, transplantation of organ and hematopoietic stem cells
 - Inflammatory and/or autoimmune diseases receiving an immunosuppressant treatment,
 - People infected by HIV
- Chronic hepatic disease with cirrhosis
- Obesity with body mass index (BMI) equal or superior to 40.

***You are a person identified at-risk,
make your manager aware of it.***

Vous avez des questions sur le coronavirus ?



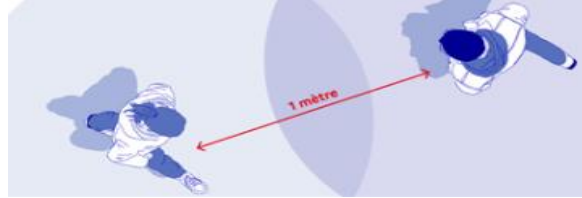
[GOUVERNEMENT.FR/INFO-CORONAVIRUS](https://www.gouvernement.fr/info-coronavirus)



0 800 130 000
(appel gratuit)



Reminder



Respect the social distance measures >1 meter



Wash your hands very often and during 20 seconds minimum

When coughing or sneezing, cover your mouth and nose with your arm or use a disposable tissue

Dispose of any tissues you have used

Avoid close contact when greeting people



COVID 19 COMMUNICATION

Display set up to be scrupulously respected



**STOP
COVID-19** | **PROTECT YOURSELF
AND PROTECT OTHERS**

SPECIFIC INSTRUCTIONS - BUILDING ENTRANCE



Wearing a mask is mandatory in the common areas.



Wash your hands regularly, for at least 20 seconds. Dry your hands with a paper towel.



Hydroalcoholic gel and disinfectant foam are available.

PLEASE RESPECT SOCIAL DISTANCING OF AT LEAST 1M FROM OTHER PEOPLE



**STOP
COVID-19** | **PROTECT YOURSELF
AND PROTECT OTHERS**

SPECIFIC INSTRUCTIONS FOR COMMON AREAS



Wearing a mask is mandatory.

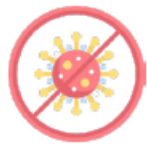


Please respect social distancing of at least 1m from other people.



Please do not enter your colleagues' offices - stay at the door.

PLEASE RESPECT SOCIAL DISTANCING OF AT LEAST 1M FROM OTHER PEOPLE



STOP COVID-19 | **PROTECT YOURSELF AND PROTECT OTHERS**



STOP COVID-19 | **PROTECT YOURSELF AND PROTECT OTHERS**

DAILY PERSONAL SELF-DIAGNOSIS

COVID-19

CORONAVIRUS ALERT IN ORDER TO PROTECT YOURSELF AS WELL AS OTHERS



Wash your hands regularly



Cough or sneeze into your sleeve or a tissue



Use single-use tissues and throw them away



Do not shake hands or embrace one another

Do you have questions regarding the coronavirus?



GOUVERNEMENT.FR/INFO-CORONAVIRUS
(INFORMATION IN FRENCH)

0 800 130 000
(toll-free)

14-040-001 © 2020 - 16/11/2020

CORONAVIRUS

What you need to know

USEFUL INFORMATION



0 800 130 000 FREE

gouvernement.fr/info-coronavirus

HOW TO PROTECT YOURSELF AND OTHERS?



Wash your hands very regularly



Cough or sneeze into your elbow or into a tissue



Use a disposable handkerchief and throw it away

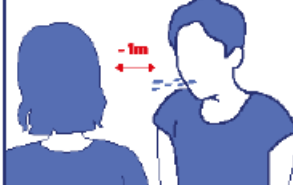


Say hello without shaking hands, avoid hugs

HOW IS THE CORONAVIRUS TRANSMITTED?

• By the projection of droplets

• Face to face for at least 15 minutes



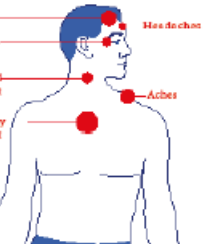
WHAT ARE THE SIGNS?

Fever

Tiredness

Cough and sore throat

Respiratory discomfort



PLEASE DO NOT COME TO IÉSEG IF YOU HAVE BEEN IN CONTACT WITH A PERSON WITH COVID-19

PLEASE RESPECT SOCIAL DISTANCING OF AT LEAST 1M FROM OTHER PEOPLE

PLEASE RESPECT SOCIAL DISTANCING OF AT LEAST 1M FROM OTHER PEOPLE