

**16 November, 8.05pm**

- [Student Email](#)
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**All student email from Professor David Lloyd, Vice-Chancellor and President**

Dear Students,

As you're most likely aware, the situation regarding South Australia's response to new COVID-19 infections has developed significantly over the last 24 hours. Current medical advice to control the spread of COVID-19 is centred around reducing person to person interaction and, in accordance with updated State advice issued by the Premier today and newly increased COVID-19 control requirements and restrictions, this evening **we have taken the precautionary decision to strongly encourage UniSA's staff and students to move to remote work and study on or before the close of business on Wednesday 18<sup>th</sup> November**, unless your physical attendance on campus has been deemed essential.

*Please note that we are once again keeping our campuses open. However, we are encouraging all students who do not have an on-campus attendance requirement to work from home wherever possible, with effect from 5pm on Wednesday 18<sup>th</sup> November, until further notice.*

**Teaching provision:** UniSA has now decided to suspend all face-to-face lectures, tutorials, seminars and workshops from the close of business Wednesday 18<sup>th</sup> November, resuming Monday 30<sup>th</sup> November, unless otherwise advised. During this period, any timetabled classes will be delivered online.

**Students' physical attendance and completion of timetabled practicums** which cannot be delivered online **will be facilitated** on-campus for those who wish to attend. Facemasks will be mandatory and provided for all attending students on entry by the University. **Your course coordinators will communicate with you directly if your practicums are being run in this manner.**

**Placements:** Students on **external placements** may continue where the external provider agrees to continuation of the placement and where the student **can safely continue** with their placement requirements.

**Examinations** will continue **online**.

**Research activities:** All research activities that can be conducted remotely should be enacted remotely from close of business on Wednesday 18<sup>th</sup> November. As was the case in March, on-campus research activities can continue where research continuity plans, risk assessments and appropriate physical distancing measures have been put in place. Requests for on campus research and for off campus field work—including by HDR students—should be signed off by the applicable Dean of Research and the **DVC: Research & Enterprise**.

From 5pm on Wednesday 18<sup>th</sup> November **all university buildings will be subject to restricted access controls** for any attendees entering university facilities. Access to campus

buildings will now be via swipe card access and security officers will be able to assist with access to other buildings and spaces if required.

If you have to attend on campus, for whatever reason, you must check-in your attendance through SafeZone <https://i.unisa.edu.au/staff/facilities/security/safezone>. You can do this through the ‘check-in’ button on the app homepage. This check-in can also be set to ‘automatic’ under the settings tab.

All **public events** on campus are now **cancelled** until further notice.

The university **gyms and pools** are now **closed** until further notice.

All **student lounges will close** from 5pm on Wednesday 18<sup>th</sup> November, until further notice.

**Physical distancing** requirements in computer barns, university library and all other facilities have now moved to a limit of **one person per four square metres** until advised otherwise.

It is very regrettable that we find ourselves in this situation eight months after our first move to remote working was so successful in flattening the infection curve in South Australia. I am confident that this time around we will be just as successful, but I also recognise the impact this has on your study and lives. Our experiences from earlier in the year will stand us in good stead during the coming weeks as we adapt to this latest set of restrictions and I remind you that the University has a number of supports in place for anyone experiencing difficulties arising from these changes.

Students with questions relating to their study can contact [Campus Central](#). For any student enquires relating to health and wellbeing please contact [seu@unisa.edu.au](mailto:seu@unisa.edu.au) for assistance, advice and support.

As always, I ask that you **please familiarise yourself with the staff and student FAQs on the COVID-19 coronavirus information webpage**. This is the most up-to-date and informed repository of University COVID-19 resources.

I do apologise for the level of detail and information contained in this communication, but hope that you find it reasonably clear and informative.

With a little luck we won’t be off-campus for too long this time around.

With best regards

**All staff email from Professor David Lloyd, Vice-Chancellor and President**

Dear Colleagues

As you’re most likely aware, the situation regarding South Australia’s response to new COVID-19 infections has developed significantly over the last 24 hours. Current medical advice to control the spread of COVID-19 is centred around reducing person to person interaction and, in accordance with updated State advice issued by the Premier today and newly increased COVID-19 control requirements and restrictions, this evening we have taken the precautionary decision to strongly encourage UniSA’s staff and students to move to

remote work and study on or before the close of business on Wednesday 18<sup>th</sup> November, unless your physical attendance on campus has been deemed essential.

All staff who submitted a formally approved working from home arrangement in March this year, should update the arrangement by e-mailing their line manager confirming the address from where they will be working and detailing any University equipment they are taking home with them. Any staff member without a completed form from March of this year is required to seek approval from their line manager or supervisor and complete the [COVID-19 Pandemic - Working from Home Arrangement](#) form at this time. These remote working arrangements will remain in place until Monday 30<sup>th</sup> November, unless advised otherwise.

As was the case previously, essential access to dedicated online education delivery facilities will be provided in specific campus locations, including in the Library, to enable staff to continue to prepare and deliver their online content in cases where they are unable to do so from home.

In certain circumstances, some staff may be deemed essential for the delivery of necessary services, supports, research, training or other activities required for business continuity on campus.

Any staff members who, for whatever reason, have to attend on campus from 19<sup>th</sup> November are required to have installed the UniSA SafeZone app and must ‘check in’ via the app to register with campus security on arrival.

Some essential student support facilities on campus – dedicated student learning centres and a number of critical student support areas – will still be accessible to students, but with modified working and access arrangements in place.

*Please note that we are once again keeping our campuses open. However, we are encouraging all staff who have not been deemed essential to an on-campus requirement to work from home wherever possible, with effect from 5pm on Wednesday 18<sup>th</sup> November, until further notice.*

Please liaise with your line manager or supervisor to ensure you are prepared and enabled to move to remote working on or before the close of business on Wednesday 18<sup>th</sup> November.

**Teaching provision:** UniSA has now decided to suspend all face-to-face lectures, tutorials, seminars and workshops from the close of business Wednesday 18<sup>th</sup> November, resuming Monday 30<sup>th</sup> November, unless otherwise advised. During this period, any timetabled classes will be delivered online.

**Students' physical attendance and completion of timetabled practicums** which cannot be delivered online **will be facilitated** on-campus for those who wish to attend. Facemasks will be mandatory and provided for all attending students on entry by the University. Requests for such activities will require formal approval and sign-off by the applicable Dean of Programs and the **Provost & Chief Academic Officer**.

**Placements:** Students on **external placements** may continue where the external provider agrees to continuation of the placement and where the student **can safely continue** with their placement requirements.

**Examinations** will continue online.

**Research activities:** All research activities that can be conducted remotely should be enacted remotely from close of business on Wednesday 18<sup>th</sup> November. As was the case in March, on-campus research activities can continue where research continuity plans, risk assessments and appropriate physical distancing measures have been put in place. Requests for on campus research and for off campus field work—including by HDR students—should be signed off by the applicable Dean of Research and the **DVC: Research & Enterprise**.

From 5pm on Wednesday 18<sup>th</sup> November **all university buildings will be subject to restricted access controls** for any attendees entering university facilities.

All **public events** on campus are now **cancelled** until further notice.

MOD., the Samstag Museum, the Bob Hawke Prime Ministerial Centre & Library and the Kerry Packer Civic Gallery will be closed to the public until further notice.

The university **gyms and pools** are now **closed** until further notice.

All **student lounges will close** from 5pm on Wednesday 18<sup>th</sup> November, until further notice.

**Physical distancing** requirements in computer barns, university library and all other facilities have now moved to a limit of **one person per four square metres** until advised otherwise.

To summarise:

- All staff who are able to work from home, should do so on or before the close of business on Wednesday 18<sup>th</sup> November.
- The University remains open, however, for any staff member who, because of their individual circumstances, cannot work remotely.
- If you have to attend on campus, for whatever reason, **you must** check-in your attendance through **SafeZone** <https://i.unisa.edu.au/staff/facilities/security/safezone/>. You can do this through the ‘check-in’ button on the app homepage. This check-in can also be set to ‘automatic’ under the settings tab.
- Access to campus buildings will now be via swipe card access and security officers will be able to assist with access to other buildings and spaces if required.
- Relevant information about arrangements for working from home, the necessary WHS forms and information on well-being and other resources about working remotely are available on the PTC page [here](#).
- We require that while you are working from home that you maintain the security and privacy of the University’s data by ensuring that no-one else in your household (or visitors to your household) can access or view University data. There is information available [here](#) to help you keep UniSA data safe. If you have any questions of concern in this regard contact the [IT Help Desk](#) and they will assist.

Colleagues, it is regrettable that we find ourselves in this situation eight months after our first move to remote working was so successful in flattening the infection curve in South Australia. I am confident that this time around we will be just as successful, but I also recognise the impact this has on your work and lives. Our experiences from earlier in the year

will stand us in good stead during the coming weeks as we adapt to this latest set of restrictions and the University has a number of supports in place for anyone experiencing difficulties arising from these changes. Our job, as you know, is to continue to provide the essential services of education and research for the community we serve and to navigate this uncertainty together as best we can.

Students with questions relating to their study can contact [Campus Central](#). For any student enquires relating to health and wellbeing please contact [seu@unisa.edu.au](mailto:seu@unisa.edu.au) for assistance, advice and support. Staff may also contact [seu@unisa.edu.au](mailto:seu@unisa.edu.au) if they have any questions or concerns regarding a student's health or wellbeing.

In the interim, I re-iterate the current public health advice – **if you are feeling unwell, please do not attend at the university until fully recovered**, seek the appropriate medical advice as required and act to minimise the risk of infection for others.

As always, I ask that you **please familiarise yourself with the staff and student FAQs on the [COVID-19 coronavirus information webpage](#). This is the most up-to-date and informed repository of University COVID-19 resources.**

I do apologise for the level of detail and information contained in this communication, but hope that you find it reasonably clear and informative. With a little luck we won't be off-campus for too long this time around.