



**THE KITALE NATIONAL POLYTECHNIC**

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**POST COVID RETURN TO WORK/COLLEGE REQUIREMENTS FOR THE KITALE NATIONAL POLYTECHNIC**

**1. Date of Opening**

Reopening and Exam dates shall be the dates announced by the Government of Kenya.

**2. Medical examinations and issuance of certificates of fitness**

- a) All food handlers to have health certificates including Covid-19
- b) All Staff /trainees with pre-existing conditions such as respiratory, diabetes, asthma etc that may exacerbate the risk of Covid-19 shall be required to declare their status to the Polytechnic management. This should be supported by a medical report from a recognized practitioner.

**3. Admission of trainees**

- a) All trainees will be required to sign a declaration that they will adhere to all protocols laid down by the Ministry of Health and the Polytechnic on the first day of reporting.
- b) Any staff/trainee who fails to adhere to the protocols will be liable for disciplinary action including restriction of access to the Polytechnic.

**4. Visitors to the polytechnic**

- a) Visitors to the Polytechnic will be required to record their names, reason for visiting and contacts at the gate.
- b) Will be required to have their temperature taken and recorded.
- c) Trainees will not be allowed to have Visitors in the Polytechnic

**5. Polytechnic health and safety requirements**

- a) All staff and trainees will be issued with two reusable masks upon reporting. Thereafter it will be the responsibility of the individual to replace the mask when necessary.
- b) Everybody will be required to properly wear masks at all times.
- c) Everybody will be required to observe social distancing of two (1.5) meters in all directions in the classrooms, dining hall, dormitories, staff rooms, pathways etc.

- d) Everybody will be required to wash their hands with soap and running water and use approved hand sanitizers that will be provided by the Institution at designated places.
- e) Disposal of waste will be done in designated dust bins

## **6. Training schedules**

- a) All staff and trainees will be required to adhere to the new training schedules and modes including blended learning laid down by the Polytechnic.
- b) Trainees will be required to vacate lecture rooms, labs and workshops at the end of every class to allow for fumigation and disinfection of surfaces.

## **7. Co - curricular activities, social gatherings and trips**

All co curricular activities such as games, sports, meetings of clubs and societies and academic trips have been suspended temporarily.

## **8. Suspected and confirmed covid-19 staff/trainees**

Any staff/trainee confirmed to be infected or presenting symptoms associated with Covid-19 will be required to report to the Identified Ministry of Health facility for care, quarantine or self quarantine as may be appropriate.

## **9. Discrimination of suspected and confirmed covid-19 cases**

- a) Discrimination of any staff and trainees suspected or confirmed to be covid-19 positive will not be tolerated at the Polytechnic.
- b) All staff and trainees shall be required to report any forms of discrimination in designated boxes set apart for that purpose.

## **10. Responsibility of parents/guardians**

- a) Parents/guardians are required to ensure that trainees in their care adhere to health guidelines put in place by the Polytechnic and Ministry of health.
- b) Parents/guardians of trainees who are day scholars must ensure that they are living in a safe environment where social distancing and related health disciplines are observed.
- c) Parents /guardians of trainees whose children exhibit flu-like symptoms shall monitor them at home and communicate to the Polytechnic after taking immediate measures such as; keeping the trainee at home or taking them to hospital where applicable.
- d) In the event that a trainee falls sick while at the Polytechnic the polytechnic shall link the trainee with the designated Ministry of health facility and also contact the parent who will be required to take over the management of the trainee.

## **11. Responsibility of landlords hosting trainees**

- a) Landlords hosting trainees must ensure that they observe all health and safety guidelines of the Ministry of Health.
- b) Landlords shall report suspected or confirmed Covid-19 cases to public health officers for immediate actions and notify the Polytechnic upon doing so.

## **12. Obligations of the Polytechnic**

The management and governing council of the polytechnic commits to doing the following;

- a) Maintain updated data base of all staff and trainees including next of kin
- b) Provide resources for safe, treated running water, adequate taps/sanitizers, soap, toilets, waste bins, PPEs for medical personnel and food handlers to safe guard the health of all staff and trainees.
- c) Fumigation of buildings and disinfection of surfaces.
- d) Make provisions for Thermol monitoring of staff and trainees.
- e) Ensure social distancing in dormitory , dining rooms , staffrooms etc
- f) Put in place mechanisms for systematic and spiritual development of trainees and staff.
- g) Ensure qualified personnel and collaborate with a local health facility to manage trainee and staff health related issues.
- h) Put in place a mechanism to identify staff and trainees affected by covid-19
- i) Provide an isolation room for confirmed and suspected Covid – 19 cases for less than 24 hrs pending response by the county health emergency team.
- j) Make provisions for a functional guidance and counseling department to Provide support for trainees and staff affected by covid-19
- k) Adjust learning programs and timetables and put in place strategies for blended and distance learning to ensure continued learning
- l) Communicate learning schedules of the phased learning programs to trainees, parents and staff.
- m) Protect vulnerable trainees and staff against discrimination and stigmatization.
- n) Engage and update parents, Ministry of Health, Ministry of Education on the covid-19 status of the Polytechnic.

**In order for us as The Kitale National Polytechnic fraternity to remain safe in the wake of this pandemic, it is imperative, that we exercise our collective responsibility of being our *brother's keeper*. Above all, you have a responsibility *to take care of yourself*.**

**Nichunge nikuchunge!!**