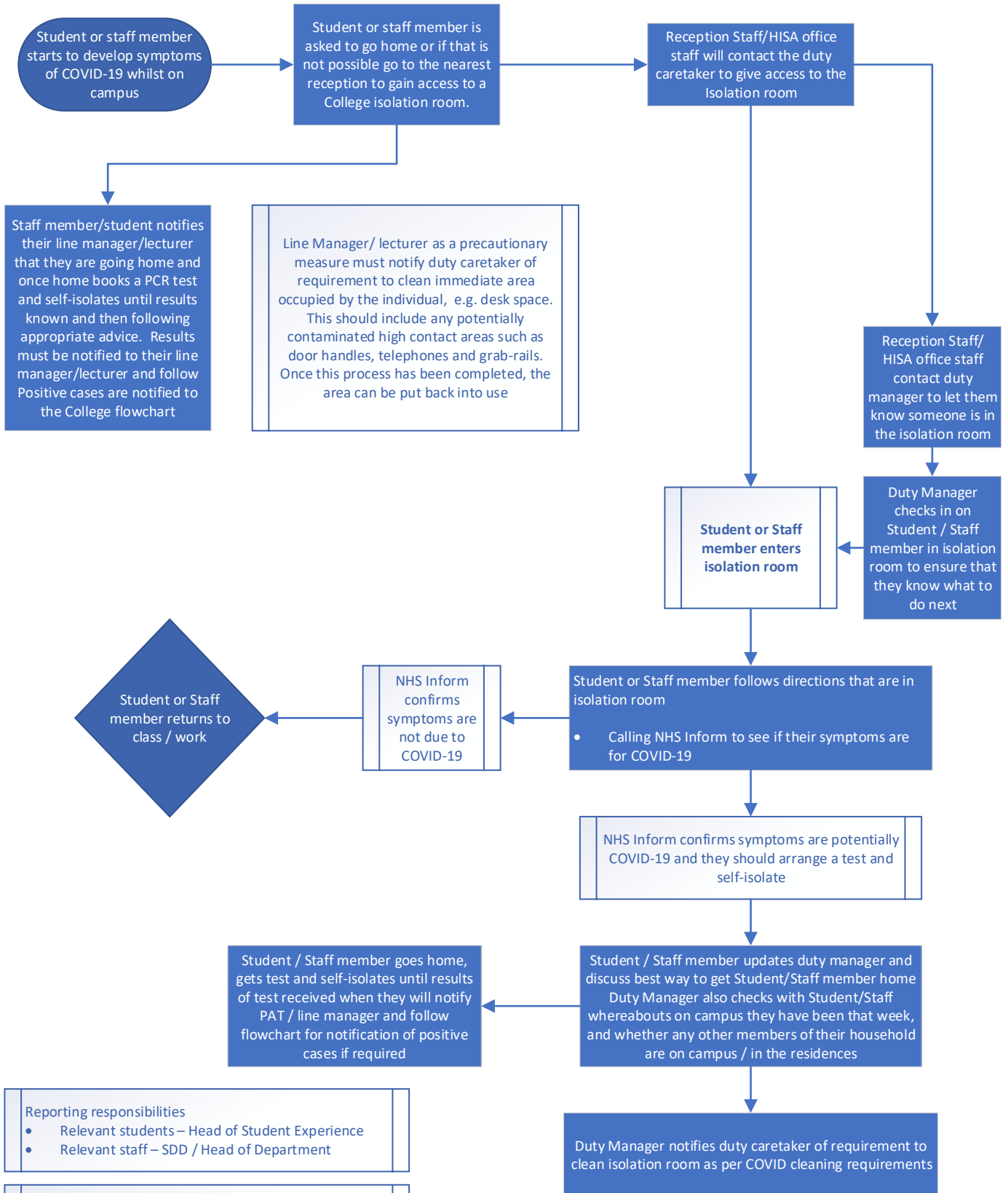


## Flowchart of actions to take if a student or member of staff develops symptoms whilst on campus (updated 8 September 2021)

Brahan reception to access Brahan room 018a Goodlyburn reception to access Goodlyburn room 512 HISA office to access Webster room 810 on the first floor	If you cannot contact the Duty Caretaker please contact reception who will contact them on your behalf
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<b>Reporting responsibilities</b> <ul style="list-style-type: none"> <li>• Relevant students – Head of Student Experience</li> <li>• Relevant staff – SDD / Head of Department</li> </ul>
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Note: No other staff or student members should need to go home at this stage unless they start showing symptoms, or they are in the same household as the person with symptoms
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