



澳門特別行政區政府
Governo da Região Administrativa Especial de
Macau
衛生局
Serviços de Saúde

疾病預防控制中心
技術指引
CDC (Macao SS)
Technical Guidelines

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預防新型冠狀病毒肺炎 - 給高等院校復課後的管理建議
Prevention of Novel Coronavirus Pneumonia –
Advice on Class Resumption for Higher Education Institutions

Part 1 Preparation Before Class Resumption

1. Higher education institutions should set up an epidemic prevention team, led by the principal or the person-in-charge, to carry out comprehensive evaluation on the actual situation of the institution, staff and students, and adopt corresponding anti-epidemic measures in the campus setting.
2. Travel is a risk factor for contracting novel coronavirus pneumonia. In order to reduce the risk of the virus circulating on campus after class resumption, higher education institutions should understand, prior to class resumption, the detailed travel history of all staff and students during the period of class suspension (in particular the 14-day period prior to class resumption). If anyone is found with the following situations, corresponding management should be made. Higher education institutions should notify relevant students and staff proactively and in an appropriate way to take heed of the following information and other precautionary measures:
 - 2.1 Individuals who have visited a high-incidence county/region or an area with widespread community transmission of novel coronavirus pneumonia within the past 14 days should undergo medical observation/ examination at designated venue in accordance with the instructions of the health authorities;
 - 2.2 Cross-boundary staff and students who are **Macao residents** should arrange for accommodation in Macao wherever possible, and effectuate home-based self-health management at the dormitory, a hotel room or other places of accommodation in Macao for 14 days prior to the resumption of class, during which they are advised to refrain from going out.



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- 2.3 For **Mainland students** of higher education institutions who are expected to return to Macao for schooling, they must arrive in Macao 14 days in advance of the day of class resumption, and make sure that they do not have any foreign travel history or contact history within 14 days prior to their arrival. A place of accommodation will be arranged by relevant higher education institutions for cohort health management of 14 days. The cohort health management is carried out and overseen by the respective higher education institutions with an aim to ensuring that students are free of any symptoms before resuming classes. (See Annex 1 - Points-to-Note in Cohort Health Management)
- 2.4 Non-local employees and students should follow the existing policies of the MSAR Government.
3. Higher education institutions should pay attention to the epidemic information released by the MSAR Government and support various preventive measures; use an information platform to disseminate and update information related to disease prevention to students, parents and staff in a timely manner, so that all parties can be involved in the preparation for class resumption.
4. Higher education institutions should prepare in advance an appropriate amount of anti-epidemic supplies, such as thermometers, liquid soap, cleaning and disinfection materials, etc.

Part 2 Management After Class Resumption

I. Monitoring of health

- 1.1 Set up temperature screening points according to the specific condition of the campus.
- 1.2 Understand, on a daily basis, the health condition of all students in an appropriate way; staff of the institutions are recommended to make personal health declaration daily.



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- 1.3 If, at any time, any student/staff feels unwell with fever (with ear temperature of or above 38°C), acute cough or generalized muscle pain, advise him/her to wear a mask, consult a doctor promptly, and suspend from school/work.
- 1.4 If student/staff residing in dormitories develop fever or symptoms of respiratory infection and are advised to rest at home by a doctor, higher education intuitions should arrange for them a separate room for rest and sleep, and instruct them to wear a mask in the dormitory at all times, avoid having meals with others, and strengthen indoor ventilation as well as cleaning and disinfection of the environment.
- 1.5 If multiple students within the same class/dormitory – or multiple staff members within the same workplace/team – are found to fall sick with fever and respiratory symptoms, the higher education institution should notify the Higher Educational Bureau as well as the Centre for Disease Control and Prevention of the Health Bureau (Tel: 2870 0800; Fax: 2553 3524).

II. Measures to reduce contact

- 2.1 All students and staff should wear a mask in the campus whenever possible, or keep a distance of at least 1 metre with others.
- 2.2 Replace face-to-face teaching, discussion and other gathering activities with electronic means whenever possible.
- 2.3 Appropriately arrange timetable and venue for lessons in order to reduce crowd gathering:
 - 2.3.1 Reduce, as much as possible, the use of different classrooms for different classes;
 - 2.3.2 Re-arrange seats in classrooms to maintain a distance of at least 1 metre between students; alternatively, division into different classes can be considered;



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- 2.3.3 It is recommended to register systematically the attendance of students and staff at different time slots in different classrooms to facilitate contact tracing when necessary in the future.
- 2.4 Avoid sharing teaching equipment and tools; otherwise, disinfect them with 1:100 diluted bleach solution immediately after every use.
- 2.5 Limit the number of visitors to library, computer room, laboratory and other public facilities.
- 2.6 Suspend face-to-face teaching by foreign lecturers; it is recommended to replace face-to-face lessons with electronic means, e.g. video conference.
- 2.7 Suspend all non-urgent exchange activities with non-locals, especially individuals travelling from countries/areas with high incidence of novel coronavirus pneumonia.
- 2.8 Whenever appropriate, theoretical content or personal physical training should be arranged for physical exercise lesson (or similar type of lesson) in order to reduce collective physical training.
- 2.9 Individuals participating in physical exercises should maintain a distance of at least 1 metre from others.
- 2.10 Suspend all unnecessary sports activities involving physical contact (e.g. basketball, soccer, kickboxing); if it is unavoidable, a mask should be put on.
- 2.11 Avoid unnecessary individuals from entering enclosed campus.
- 2.12 During meal time, students and staff should seat at least 1 metre apart; otherwise, a waterproof partition of at least half a metre high should be set on the table to prevent the spread of droplets; the partition should be disinfected with 1:100 diluted bleach solution after each meal.
- 2.13 Step up health education for students and staff and remind them to observe personal hygiene, especially wash hands frequently, and cover nose and mouth with a tissue paper



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when sneezing and coughing. For details, please refer to “Prevention of Novel Coronavirus Pneumonia – Advice to Higher Education Institutions and Students”.

III. Environmental hygiene

Always keep windows open to maintain good indoor ventilation; ensure proper function of ventilation system, and avoid using air conditioner whenever possible. Always clean and disinfect frequently touched surfaces in the campus; please refer to relevant guidelines for cleaning and disinfection of environment.

Part 3 Management of Cross-border Staff and Students (Macao Residents)

Apart from the abovementioned general measures, higher education institutions should also strengthen health management measures on cross-boundary staff and students who are **Macao residents**:

1. Notify the individuals concerned in advance of the measures of home self-health management, during which they should not be going out.
2. Require them to wear a mask in the campus.
3. Enquire daily about their health condition. If developing fever (ear temperature $\geq 38^{\circ}\text{C}$), acute cough or muscles and joint pain, advise them to wear a mask and seek medical attention promptly; they should be suspended from class or work until they are fully recovered.



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4. Where appropriate, arrangements should be made in the working environment, e.g. reallocation of workplace or seats of such individuals in order to prevent them from working in a crowded workplace.
5. Suspend or reduce as much as possible their duration and frequency of face-to-face contact with students of different classes in order to minimize the risk of cross-infection.

Educational institutions, staff, parents as well as students should pay close attention to different policy and guidelines of the MSAR Government, including guidelines on personal hygiene, cleaning and disinfection of environment, air conditioning and ventilation; for details, please visit the Special Webpage Against Epidemic:

<https://www.ssm.gov.mo/PreventCOVID-19>.

Centre for Disease Control and Prevention
Health Bureau of Macao SAR Government



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Appendix 1 Points-to-note in cohort health management

1. The institution shall proactively contact relevant students to make sure that they have no travel history to foreign countries and no contact history with a confirmed case within 14 days before their entry into Macao. Meanwhile, the institution shall notify relevant students that they must arrive in Macao 14 days prior to class resumption.
2. The institution shall accommodate relevant students in designated locations for the 14-day cohort health management.
3. Resume class only after completion of the 14-day cohort health management, and no students present with any symptoms.
4. The institution is responsible to oversee and carry out the whole course of the 14-day cohort health management. Except seeking medical attention, relevant students are urged not to go out. Health management measures on relevant students include the followings:
 - 4.1 Place students in separate rooms and require them to stay in their own room in order to minimize their contact with others;
 - 4.2 Avoid eating with others at the same table;
 - 4.3 Do not allow visitors;
 - 4.4 Measure and record body temperature for students twice a day;
 - 4.5 Inquire proactively, on a daily basis, the health condition of the students. In any event of fever (with ear temperature $\geq 38^{\circ}\text{C}$), acute cough or generalised muscle pain, advise them to put on a mask and call an ambulance of the Fire Services



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Bureau to the emergency department of Conde de S. Januário General Hospital.

Avoid using public transport;

- 4.6 Require students to wear a mask when leaving their own room;
- 4.7 Require students to observe personal hygiene: Perform hand hygiene frequently; avoid touching the eyes, nose and mouth before washing hands; cover nose and mouth with a tissue when sneezing or coughing, if a tissue is not available, cover nose and mouth with a sleeve or the crook of an elbow instead of the palms;
- 4.8 Require students to pay attention to toilet hygiene: After using the toilet, flush it with the lid closed, and then wash hands immediately;
- 4.9 Managers of accommodation places shall strengthen environmental hygiene: Always keep windows open to ensure good indoor ventilation, avoid using air-conditioners; always clean and disinfect household surfaces and toilets with diluted household bleach solution. See more in “Guidelines for Household Disinfection”.