

Coronavirus Update

FRIDAY 20 MARCH, 2020

Dear colleagues

Given the rapidly changing coronavirus (COVID-19) situation, please see below the daily update on Federation University's actions to respond to the challenges this situation presents.

No confirmed COVID-19 cases

Staff were advised earlier this week that a student at our Gippsland campus was in self isolation while being tested for COVID-19. The test results have come back **negative** and to date, there are no known confirmed cases within the university. As the coronavirus situation will continue for an unknown period of time and the number of people across the community being tested is likely to increase significantly, the university will only notify **all** staff and students if there is a positive test result. For suspected cases awaiting test results, impacted staff and students will be notified and the proper protocols will be followed.

Cleaning practices

You may have noticed an increased number of cleaners at all of our campuses carrying out deeper cleaning activities over the past week. This is part of the university's proactive hygiene measures. It includes more frequent disinfecting and cleaning of door handles, toilets, taps, basins, desk tops, benches, light switches and other common areas we all touch.

Please be assured that we have also developed a procedure for deep cleaning that will be implemented if a staff member or student records a positive result for the virus at one of our campuses in future.

Pause on recruitment

Due to the changing nature of this situation, we are pausing the majority of recruitment activity and have re-established a staff recruitment committee to oversee recruitment decisions. We understand there will be some business critical positions that may be

linked to accreditation requirements or moving our teaching content online. These roles will continue.

Where an interview has been held but the offer has not yet been made – this position will be put on hold. For interviews already booked in coming days, we recommend either cancelling or conducting these interviews by skype. Putting this pause in place allows us to focus on better supporting you as existing staff during this challenging time. Our Human Resources team will communicate directly to areas affected by the recruitment pause.

Student communications

We are continuing to keep our students updated on the university's response to the coronavirus situation. All students will receive an email today explaining how online delivery will work when it is implemented on Monday 30 March, as well as the exceptions to this including placements, practical sessions and some Arts Academy programs.

Course coordinators are the key contact for students if they have questions about online delivery and they have been briefed about this by their Deans. This information will also be updated on our [website](#).

Remote work arrangements

Guidelines and toolkits for working remotely will be sent to Deans and Directors today and will be available on our website for staff from next week. We remind you to continue to check the [website](#) regularly for updates on our response to the coronavirus (COVID-19) situation.

On behalf of the Critical Incident Response Team