

## **Guideline for all students and staff members against coronavirus**

Nara University of Education

This guideline is made based on the information as of April 2<sup>nd</sup>, 2020. It is subject to change according to circumstances and we will keep you updated correspondingly.

### **●Basic idea**

As the spread of the coronavirus continues in Japan, there is a risk of collapse of the medical system. In order to prevent collapse of the medical system as well as to protect lives, it is critical for us to keep following three things: “Not infecting others” “Protecting yourself from infection”, and “Social risk management”. Please make sure to recognize the importance of these three things and put them into practice.

### **●Characteristic of coronavirus**

There are two characteristic of coronavirus in recognizing the above three things. First of all, those who are infected hasn't any symptoms in some cases. Due to this characteristic, they might infect others by contact or droplet infection unconsciously. Secondly, as this virus continue to be alive after leaving human body depending on the conditions, everyone has a risk to transport the virus unconsciously.

### **●Three critical things**

#### **①Not infecting others**

1. Avoid three “close”, that is “closed space”, “gathering densely in close proximity” “closely contact”

Examples:

- Do not hold not absolutely necessary or emergent events
- Holding educational guidance or meetings by zoom, skype, google Hangout and other web meeting system as far as possible.
- When having meals such as in cafeteria, keep appropriate space from other people and don't talk loudly. If cafeteria is congested, you can buy box meal.
- Avoiding part-time job that requires contacting many people or three “close”, that is “closed space”, “gathering densely in close proximity” “closely contact”

2. Washing hands and gargling frequently. Washing hands with soap can remove the virus.

3. When you work inside, open windows and ventilate the room frequently.
4. When you use public transportations or multiple people are gathering in the same space inside, wear face mask and observe “coughing manners (cover your mouth by your arm when coughing or sneezing even if you are wearing face mask.
5. Clean spaces everyday where you use daily
- 6.Refrain from going to outside of your living area including travel or business trip.

## **②Protecting yourself from infection**

1. Lead a regular life by getting enough sleep, nutrition, balanced diet, and moderate exercises .

2.Health management. Paying attention whether you as well as your families or friends have any symptoms, such as coughing, headache, weariness, losing appetite, losing sense of taste. If you don’ feel well, please make sure to take your temperature and if you have a fever (37.5 centigrade or more), please follow the instructions in the 【fifth report】made by on campus health center in the below URL.

【Japanese】

<https://www.nara-edu.ac.jp/ADMIN/HOKENKANRI/2020korona5.pdf>

【English】

<http://www.nara-edu.ac.jp/ADMIN/RYUGAKU/fifthre.pdf>

## **③Social risk management**

1.Information literacy: Don’ t be deceived by false rumor.

Focusing on primary information such as opinions of Japanese government expert meeting and think about on your own what the experts want to tell without filter of the media.

2.Don’ t post inappropriate information about coronavirus on SNS.

3.Keeping the record of your activity. Keeping the record when, where and with whom you met will help track and prevent infection.