

## INFORMATION SHEET

### Face Coverings

Face coverings can be worn to reduce the spread of coronavirus. Face coverings are not a substitute for other measures such as, cleaning and sanitising, ventilation and isolating if you feel unwell. **The University supports all individuals who choose to wear a face covering on campus.**

#### What is the University position on wearing a face covering?

Face coverings are required in the following scenarios unless you are exempt:

- In health and social care settings.
- Where identified on a risk assessment as an appropriate control measure (role or activity specific).
- When requested as a reasonable measure, i.e., an additional safeguard for individuals who were previously shielding.

Face coverings are no longer required by law in any other indoor public places, however Welsh Public Health advice remains that they are worn in crowded and enclosed spaces [Face coverings: guidance for public | GOV.WALES](#)

The World Health Organisation recommend the use of [three-layer face coverings](#). Advice on making a face covering can be found on the H&S intranet page, Information Sheet: Making a Face Covering (HSA-10147-21A).

#### Personal Protective Equipment (PPE) and Respiratory Protective Equipment (RPE)

Face coverings are not a type of personal protective equipment. PPE and RPE may be required as per the activity risk assessment and take precedence over wearing a face covering. Compatibility of wearing a face covering with PPE/ RPE must be considered as part of the activity risk assessment.

If required, disposable face coverings should be provided in laboratories and workshops where chemicals or biological agents are handled. They should be disposed of in the lab after use.

#### Face covering exemptions

Some individuals may not be able to wear a face covering for medical reasons or a disability. Exempt individuals are encouraged to wear a sunflower lanyard, carry an exemption card or [download a digital exemption](#) on to a mobile phone. Wearing/ carrying the [Hidden Disabilities Sunflower](#) discreetly indicates to people around you including staff, colleagues and health

professionals that you have a hidden disability and you are unable to wear a face covering, that you may need additional support, help or more time.

The use of face coverings increases communication difficulty for many people, especially those that are Deaf/deaf or hearing impaired or those who rely on lip reading or facial expression to communicate. You may be asked by any student or colleague to remove your face covering, or you may ask a student or colleague to remove their face covering to assist with communication. If this is the case, remove your face covering temporarily, ensuring that you maintain 2 metre distance and are in a well-ventilated area.



Staff are requested to inform their line manager and students are requested to inform the Disability Office and MyUni Support if they are Deaf/ deaf, hearing impaired or rely on lip reading or facial expression to communicate and require appropriate support. Individual communication needs will be identified, and appropriate measures implemented to support communication.

It is important to check individual communication needs with the people you are talking to and be mindful of different strategies for communicating in general.

### Putting on and removing a face covering

- Wash hands thoroughly with soap and water or use hand sanitiser (if access to handwashing is restricted) before putting a face covering on, and after removing it.
- Place the face covering over the nose and mouth.
- Secure the face covering and take care to tuck away any loose ends.
- When removing the face covering do so without touching the front of it and do not touch the eyes or mouth after removal.
- Place the face covering in a sealable bag where it can be kept until washed and cleaned. Avoid placing them down on tables and work benches.

### Advice when wearing a face covering

- Do not share face coverings
- Avoid touching the face or face covering itself, to avoid contamination
- Change the face covering if it becomes damp, soiled or if you have touched it.
- If the layers of fabrics look noticeably worn out, discard the face covering
- Continue to wash hands regularly.
- Change and wash the face covering daily. If the material is washable, wash in line with manufacturer's instructions. If it's not washable, dispose of it, following disposal instructions, if on campus.

**IMPORTANT:** This advice applies only to people who are not showing symptoms of COVID-19.  
If you experience any of the symptoms of COVID-19, please follow the Welsh Government guidance for testing and [Self-isolation](#).

### Further Information

- [Welsh Government guidance: Face coverings - frequently asked questions](#)
- [World Health Organisation – Advice on the use of masks in the context of COVID19](#)
- [Hidden disabilities store](#)
- [Digital exemption for wearing a face covering download](#)