

# **Sree Chaitanya Mahavidyalaya**

P.O. Habra-Prafullanagar, Dist. North 24 Parganas, PIN-743268  
[www.sreechaitanyamahavidyalaya.ac.in](http://www.sreechaitanyamahavidyalaya.ac.in) / E-mail: srchma@gmail.com

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## **PROTOCOLS AND STANDARD OPERATING PROCEDURES (SOP) TO BATTLE COVID-19**

### **Measures taken by the college are as follows:**

- Sanitization of the entire college building in regular intervals.
- Sanitizer bottles are kept in every classroom.
- Bottle of hand wash kept at every washbasin.
- Separate isolation room has been arranged.
- Seating arrangement done maintaining social distancing norms.
- All teachers and staff are almost fully vaccinated and are trained to follow all the safety measures.

### **Students need to adhere to the precautionary measures and guidelines while in college:**

- Wear a face mask all the time covering nose and mouth and carry an extra mask, a small bottle of hand sanitizer of his/her own.
- Should carry a water bottle and lunch box. He/ she will not share water bottle/ tiffin/ stationery with his / her friends.
- He/she will not attend college if he/she experiences any symptoms of COVID19.

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- He/ she will bring to notice of the college authorities of any symptoms such as fever, headache, sneezing, cold, etc. if experienced during the course of regular classes.
- He/ she will maintain social distancing norms throughout inside the college premises (in the classroom, corridors, labs, and library). There should be no crowding near the toilet or in the entry and exit points of the college.
- Students should avoid going out of the classroom during break or in between the classes.
- No visitors or guardians shall be allowed inside.
- In the classroom, students must adhere to the seating arrangement and must not change the same.
- Should not attend college if any member in the family is infected with COVID19 unless they complete the quarantine period.



**Dr Subrata Chatterjee**  
**Principal**