

Global London College COVID-19

GLC will at all to times operate subject to social distancing & UK public health government guidelines

Policies, Procedures & Infrastructure in Place at GLC

- The College requires social distancing in all common areas of the College in-line with government guidance
- More extensive daily cleaning measures have been implemented
- All staff & teachers are informed and trained to understand the latest College policies
- Reasonable measures are in place to prevent the spread of COVID-19, including providing ventilation/opening doors and windows where possible, and the use of face masks in common areas when recommended by UK government guidance
- Students who feel unwell or show symptoms and/or test positive are requested to self-isolate at home according to UK government guidelines. The College will communicate the latest up-to-date guidelines to the relevant student, and remain in close communication with the student while they are self-isolating.
- Self-isolating students will be offered the chance to join classes via the College's online platforms if they feel well enough.
- Students and staff are asked to report symptoms, or contact with symptomatic individuals or self-isolating individuals before arrival at the College, and follow the College's guidance, which will be in-line with the latest UK government guidelines.
- Students and staff are asked to disclose any relevant medical conditions that may affect the severity of contracting COVID-19.
- Students and staff who are at greater risk of becoming severely ill from COVID-19 due to an underlying medical condition, and those who are pregnant, will be encouraged to work/study remotely if possible and reasonable.
- Contact Tracing information: Class attendance registers will be used where appropriate to aid any contact tracing where needed.
- Students and staff who test positive for COVID-19 should immediately self-isolate at their private residence. They should immediately report their positive result to the College, as well as to the UK government's contact tracing body, and follow any instructions provided.
- GLC will maintain multiple modes of communication with all students and staff who are unable to attend the College, with their personal wellbeing our top priority.

Student Travel

- Students should check the latest UK arrival guidelines before departing their home country to travel to the UK. The College is available to provide any latest information, as well as answer any questions students may have prior to their departure.
- Once in the UK, students must follow appropriate social distancing guidelines, including face coverings.

In College

- Social distancing policies will be clearly explained to students and staff in the induction.
- Notices of all current procedures will be clearly displayed in College common areas and are available upon request.
- Students and staff must remain at home if they are sick, have any COVID-19 symptoms, are in isolation, or are awaiting COVID-19 test results. Students and staff should not come into the College or have contact with other students and staff for 10 days if they have symptoms or have been in contact with anyone tested positive.
- Students unable to attend the College building due to COVID-19 measures, will have access to the same number of teacher contact hours online.
- All GLC staff and students are encouraged to wear their own visors or other face coverings. A supply of visors and/or masks is also available from the College upon request.
- Social distancing should be observed in the College at all times, subject to the latest UK government guidelines. The College will relay the latest guidelines and rules to all students and staff.
- All classrooms are to be ventilated where reasonable and possible. This may be through the opening of doors or windows depending on the classroom.
- Hand sanitiser is available at the entry to GLC (on the ground floor), as well as at the entrance of each classrooms. Students and staff should ensure they regularly wash and dry their hands.
- Common surfaces are cleaned twice daily.

Social Programme

- Global London College maintains a social & cultural programme for students to enjoy an experience. However, amid the COVID-19 pandemic these activities are sometimes subject to postponement, change or cancellation. Please ask your teacher or at the College office for the latest information. All activities will always be subject to the latest social distancing guidelines. Activities will be limited in numbers where necessary, and 'bubbles' may be organised to limit social mixing.

*Please note that these measures may be modified, become stricter or eased, according to the latest UK government guidance, which is affected by the current spread levels of the COVID-19 virus in London and the UK. The College will modify its measures as necessary, communicate these with all students as soon as practicable, and always conduct all activities with student and staff welfare as its priority.

Special Terms and Conditions

Global London College recognises that there is increased uncertainty when it comes to international travel. The College therefore has implemented the following additional terms if your travel to the UK is affected by COVID-19 measures implemented by your country or the airlines.

1. New bookings for courses scheduled to start in 2022

For all new bookings for in-person classes that are scheduled to start in 2022, students can receive a 100% refund on course fees if they are unable to attend GLC due to travel restrictions imposed by governments in response to Covid-19, either in their home country or the UK government.

2. Postponements

Students are welcome to postpone courses without incurring any penalty charges. The ability to postpone your course will depend entirely on the courses that GLC is able to offer at the later date.

3. Cancellations for Other Reasons

Cancellations for any other reasons unrelated to COVID-19 will not be subject to the above Special Terms and Conditions, and these cases will be dealt with according to GLC's regular terms and conditions.

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