

# PC lab rules

## Non-Teaching Lab

- 1. Only enter the lab if there is an available socially distanced seat. Labs will be locked outside of teaching hours.**
- 2. Use headphones if you are listening to anything on the computer.**
- 3. Be considerate of others in the room if you are in an online class and need to speak.**
- 4. Remember to scan into the room using the QR code. This will be at the door, but also near each desk.**
- 5. Wear a face covering during the session, when moving about, and where one metre distancing cannot be maintained, unless exempt.**
- 6. Do not close the windows or door. Do not turn off the fans. The room must be well ventilated.**
- 7. Wipe the mouse, keyboard and desktop down with the wipes provided when you arrive and just before you leave.**
- 8. You are encouraged to use your own equipment in this lab if you can.**
- 9. No eating or drinking in the lab, except for bottled water.**