

March 27, 11.57am

All staff email from Professor David G. Lloyd, Vice Chancellor and President

Dear Colleagues,

As we all know, current medical advice to control the spread of COVID-19 is centred around reducing person to person interaction.

Accordingly, today we have taken the precautionary decision to **request UniSA's staff and students to move to remote work and study, unless your attendance on campus is deemed essential.**

All lectures and all tutorials are being delivered online from Monday 30th – and all other face to face tuition has already been suspended until 27th April. Work will continue to virtualise or otherwise appropriately adapt our practical classes, studios and other similar activities for online delivery after 27th April. In circumstances where online delivery cannot be achieved, we will defer delivery of these classes until later in the academic year.

We are now requesting that all staff who have completed a working from home assessment and received formal approval from their line manager or supervisor, initiate their remote working arrangements **on or before the close of business (5pm) on Tuesday 31st March.**

We request that all academic staff with timetabled lectures or tutorials scheduled up to the semester end on June 27th and who have not already done so, would complete their working from home assessment and subject to line manager or supervisor approval, **transition to working from home before the close of business (5pm) on Tuesday 31st March.**

These remote working arrangements will remain in place until further notice.

Essential access to dedicated online education delivery facilities will be provided in specific campus locations, including in the Library, to enable staff to continue to prepare and deliver their online content in cases where they are unable to do so from home.

In certain circumstances, some staff may be deemed essential for the delivery of necessary services, supports, research, training or other activities required for business continuity on campus.

Any staff members, who for whatever reason, have to attend on campus from 1st April are required to have installed the UniSA SafeZone app and must register with campus security via the app on arrival.

Some essential student support facilities on campus – dedicated student learning centres and a number of critical student support areas – will still be accessible to students, but with modified working and access arrangements in place.

In summary, please note that we are keeping our campuses open. However, we are encouraging all staff who have not been deemed essential to an on-campus requirement, to work from home wherever possible with effect from Tuesday 31st March until further notice.

Please liaise with your line manager or supervisor to ensure you are prepared and enabled to move to remote working on or before 31st March.