

NITTE MEENAKSHI INSTITUTE OF TECHNOLOGY

23-May-2020

Dear Student and Parent,

I hope that you and your family are keeping well in these unusual times.

I am happy to say our teachers and staff have started coming to NMIT. They are preparing for classes, projects, tests and exams required to complete the even semester. Best practices have been identified to keep all teachers and staff safe and well. These practices will also apply to students when they return to NMIT. Please see the Annexure for details on these best practices.

Once again we wish to highlight that the supplementary semester is likely to be shortened. We, therefore, urge your son/daughter to refer to notes and study material from previous semesters in order to prepare for subjects where he/she may have failed. Early preparation in these subjects will improve the chances of promotion. Early preparation should also reduce the number of subjects being “carried forward’ to the next year.

Also, please refer to our college website for official updates.

Wishing you the best,

Yours Sincerely,

PRINCIPAL NMIT

Annexure: Best Practices to Stay Well

ENTRY AND EXIT MEASURES

When you enter the campus, permit the security to check your temperature. Also, sanitize your hands.

ACTIONS FOR ALL STAFF AND STUDENTS

- Do not come to the college if you are sick. Report your illness to your HoD.
- Submit your travel history to your HOD.
- No shaking of hands. Greet with a Namaste.
- Wear a mask at all times.
- Avoid touching your face.
- Sneeze or cough into a tissue or into your elbow (with folded arm).
- Use the stairways. If using the elevator, maintain distance. Operate the elevator buttons with a pen or pencil.
- Use elbows/arms to open the doors.
- Wash your hands often with water and soap or alcohol based hand sanitizer.
- Disinfect table tops and other surfaces in your room.
- Practice social distancing. Avoid groups of more than three people.
- Do not litter. Ensure that the trash is removed and disposed safely on a daily basis.
- If anyone is sick, report to the COVID 19 Nodal Officer.
- Make sure that no more than two students sit one bench in the class room.
- Remember that coffee / lunch and break timings will be in staggered.

SOCIAL DISTANCING IN THE HOSTEL

- The room must have one or two beds as per guidelines.
- Maintain four sq. m. per person in all shared areas.
- Do not switch beds without approval from the manager or housemate.
- Remove furniture from common areas to reduce overcrowding.

SOCIAL DISTANCING IN THE CANTEEN

- When waiting in a line maintain a separation of six feet from each other.
- Do not sit close together while having lunch, dinner or snacks.
- Do not eat with friends from the same plate/box.