

Updated 12<sup>th</sup> February 2021 to include new travel and arrival information

## **Accommodation**

The College is complying with the rules and regulations set by the UK government, Public Health England and local authorities and is using them to set the policies and procedures within our accommodation. As we are dealing with Households of individuals rather than family groups, there may be differences between what you can do in the accommodation compared to in the wider community. We are in a developing situation so please keep checking this document which will be updated as things change.

It is extremely important that we know who is in our accommodation. Please make sure that you check in and out at the Porters' Lodge when you move in, go away for a period or move out of your accommodation. If you need to go away during term time you must get permission from your Tutor.

The Government regulations for Higher Education are available at:

<https://www.gov.uk/government/publications/higher-education-reopening-buildings-and-campuses/higher-education-new-national-restrictions-guidance>

Information about the lockdown regulations which are in place from the 5<sup>th</sup> January 2021 can be found at: <https://www.gov.uk/guidance/national-lockdown-stay-at-home>

## **Households**

To comply with recommendations from Public Health England all of the College's accommodation has been arranged into Households of up to 8 students. Each Household will share a communal kitchen and, where rooms are not en suite, bathroom facilities. Households of up to 8 are recommended as this reduces the number of people impacted by any instances of Covid-19.

In the main College building this has meant that we have had to reduce the number of rooms available for students to live in. Each corridor has been broken into defined Household groups. Except in cases of emergency such as a fire alarm, you must not walk through or enter other Households to access your Household or other places in College, even if it is the shortest route to where you are going.

In Swirles Court each floor of a block is a Household group.

When you are moving around your Household be considerate of the members of it. Make sure you wash your hands frequently with soap for at least 20 seconds. Clean any surfaces that you have touched and make sure you leave things how you would like to find them. Please keep personal items, crockery, cutlery etc. clean and put away in your own storage cupboard to avoid them being touched by anyone other than yourself. You are advised to keep your Household well ventilated as fresh air dilutes the density of the virus particles and can mitigate transmission. You should always have the kitchen window open when cooking with others.

Within your own Household you are not required to social distance or wear a mask (unless you are quarantining / self-isolating).

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## **Self-isolation**

If you get the symptoms of Covid-19 please follow the College process for reporting and testing which is available at: <https://www.girton.cam.ac.uk/covid19/sources-of-health-and-well-being-support> and <https://www.girton.cam.ac.uk/covid19/advice-for-students>

The student with the symptoms needs to get tested as soon as possible. If they are not tested or get a positive test result they need to self-isolate for a minimum of 10 days from the date that they report their symptoms to the College. Further advice on how long to isolate for can be found at: <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate/>. The student must remain in their household and follow social distancing with their household. They should not use the kitchen and should only use a designated bathroom.

Members of the Household must also isolate. Due to the length of time it can take for symptoms to appear they need to isolate for 10 days and should not leave their Household. After one week they will be invited to have a follow up test as part of the University testing programme. They can use communal facilities within the household unless they themselves develop the symptoms. If they develop symptoms they must follow the procedure above and self-isolate for 10 days from the start of their own symptoms. If members of the household do not show symptoms or test positive they only need to isolate for 10 days from the start of the first member's symptoms.

If the student with symptoms comes has a negative test result the student and their Household no longer has to isolate. They will be informed when they are released from Household Isolation by the College.

If you are contacted under the track and trace scheme you must also isolate for 10 days if told to. If you have been contacted due to contact with someone outside of your household you should avoid contact with other members of your household for your period of isolation. If you develop symptoms then you and your Household will be required to self-isolate as above.

The NHS website has information about the symptoms to look for and self-isolating at: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

## **Catering for quarantining and self-isolation students**

If you are quarantining or self-isolating you will not be able to go to leave your Household to go to the shops to buy food. A small fridge and microwave will be delivered to the Household of students who are self-isolating or quarantining for them to use in their room. Please make sure that these are left outside rooms for collection after the self-isolation / quarantine period has ended.

Girton's catering department will be able to provide food for you that is delivered to your Household. Information about booking food for delivery is available at:

<https://www.vle.cam.ac.uk/course/view.php?id=107312> and <https://www.girton.cam.ac.uk/covid19/advice-for-students>

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## Visitors

During the lockdown period both the Main College Buildings and Swirles Court are closed to visitors. No visitors are allowed in households including students living other Girton Households.

## Moving back into your accommodation at the start of the Lent Term

The UK Government guidance for returning for the Lent Term can be found at:

<https://www.gov.uk/government/publications/higher-education-reopening-buildings-and-campuses/students-returning-to-higher-education-from-spring-term>

Under the National Lockdown regulations (<https://www.gov.uk/guidance/national-lockdown-stay-at-home>) students should remain where they are wherever possible.

There are some exceptions where students can return to College accommodation. They are:

- Because your course requires it (as notified by your department or DoS) or because you are a research student who is explicitly required to be here for work purposes.
- or you have another valid reason to return to College eg for support needs (including mental health), or because you do not have access to appropriate study spaces or facilities at home.
- or you are an international student and cannot change your arrival plans

Government guidance is currently for students to return as close to the start of face to face teaching as possible and also to stagger returns. For most students teaching is online for the whole term. If you would like to return please contact your Tutor before filling in the Lent Term Plans form. If you want to arrive on a weekend you need to let us know by the preceding Wednesday and for all other days at least three days' notice should be given.

As most students have now arrived and we want to minimise the risk of covid being brought into households by new arrivals, all arrivals will now have to self-isolate when they arrive for 10 days or until they receive a negative test result. This may be in a different room to your own. You need to remain in your room apart from to use bathroom facilities and need to avoid contact with other people in the household. You may arrange for food delivery from catering or external providers. You may not access library or study areas.

If you are returning please try to arrive as close as possible to an available testing date. Individual testing takes place Monday to Thursday and you can book at test by emailing [covidtest@girton.cam.ac.uk](mailto:covidtest@girton.cam.ac.uk) Pool testing takes place on a Tuesday but students who are self-isolating cannot take part in pool testing.

People arriving from certain countries are required to quarantine (self-isolate) for 10 days when they enter the country. Please follow the quarantine guidance.

Students living in the main College building, College houses and Ash Court need to check in at the Porters' Lodge in the main College building. Students living at Swirles Court need to check in at the Swirles Court Porters' Lodge. All returning students must check in at the lodge in order to access their rooms, even if keys were retained over the vacation. Please make sure that you wear a face mask when checking in and maintain a 2 meter social distance from other people. Unfortunately,

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although you can be dropped off at the College we will only be able to have students within households so you need to take your own belongings etc. to your rooms.

### **Quarantining**

If students are required to quarantine due to the country they are travelling from / through they will be given full support by the College. The full quarantine policy is available on our website at: <https://www.girton.cam.ac.uk/covid19/advice-for-students>

Please be aware there are now travel bans in place for some countries: <https://www.gov.uk/guidance/transport-measures-to-protect-the-uk-from-variant-strains-of-covid-19#travel-bans-to-the-uk---banned-countries> Additional quarantine measures for some countries are also being introduced for arrivals some countries. Please check the government website for more information.

The government guidance has changed so that all arrivals from outside the UK (excluding Ireland) are required to quarantine. Information about this is available at: <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors> . The government updates their regulations on the basis of rising and decreasing levels of infection so please keep checking the website. Please remember to consider countries you are travelling through as well as your starting point. You can get the page to email you updates as the list changes.

If you are required to quarantine you may be accommodated in a different room from your term time room. You will be required to self-isolate until the end of your quarantine period.

You will not be allowed to leave your Household and will need to keep to your own room as much as possible.

If you develop symptoms you need to follow the self-isolation information below.

Quarantine is usually for 10 days, however through the new test and release system, after 5 days quarantining students can take a private test at their own expense and if this is negative they no longer have to quarantine. A copy of the test result will need to be emailed to [covidtest@girton.cam.ac.uk](mailto:covidtest@girton.cam.ac.uk) This is not available for arrivals from all countries, so please check the most recent updates from the UK government: <https://www.gov.uk/guidance/coronavirus-covid-19-test-to-release-for-international-travel>

Please remember that anyone else travelling with you who is coming from a country which requires you to quarantine, will also have to follow the quarantine rules so will not be able to leave the place they are staying once they have checked in, either until they are leaving or for the required quarantine period.

### **Cleaning and maintenance**

Please make sure that you vacate areas where cleaning and maintenance are taking place and respect social distancing with the staff.

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Cleaning will only happen in households which take part in the pool testing. If cleaning is not taking place, cleaning materials will be supplied and rubbish will be collected from the household entrance. Outside the households there will be intensive cleaning of touch points on shared access routes.

If a Household is self-isolating cleaning will not take place. The Household will have access to cleaning materials and toilet rolls.

Maintenance issues are still being dealt with. Staff will take adequate precautions when entering Households. They will only enter self-isolating Households to deal with emergency maintenance. Please report all maintenance issues at: <https://www.girton.cam.ac.uk/college-members/requests-and-forms/college-maintenance-requests>

### **Laundries**

For the main College site you must use the Ash court laundry (one at a time in the laundry room) unless you have a laundry machine in your household. Clothes must be removed immediately after washing and drying to prevent the risk of them being handled by others.

At Swirles Court there is a laundry on the ground floor of A block near the Porters' Lodge. Clothes must be removed immediately after washing and drying to prevent the risk of them being handled by others.

### **Lifts**

As they are a confined space use of them should be limited. There should be no more than one person, or two people if from the same household, at a time in the lift.

### **IT and setting up network access**

The Girton IT department has created some webpages that will help you know what to bring and how to connect to the network. The information is available at: <https://www.vle.cam.ac.uk/course/view.php?id=197071>

### **What to bring / think about**

- Please bring face masks with you. You are likely to need several as they are compulsory everywhere in College outside your household and you should carry one at all times. Information about when you are required to wear a face mask generally in England can be found on the governments website at: <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>. Reusable ones are more environmentally friendly, please make sure that you wash them regularly. A supply of disposable masks are available at each lodge if you forget your reusable one.
- Please bring a thermometer with you so that you can take your temperature.
- If you require medication make sure that you maintain at least a two week supply of it in case you are required to self-isolate
- Catering can provide food if you are quarantining or self-isolating but you may also want to maintain a store of some basic food items in case you are not allowed to go food shopping at any time.

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- If you are planning to be away from your accommodation for any period please can you pack up as many of your belongings as you can. In the 2019/2020 academic year we had a situation where students went home and due to Covid-19 restrictions were unable to return and this left College staff with over 60 rooms to pack up and many more which needed to have belongings stored.

The table below sets out what you are / are not able to do in different situations.

	<b>Normal</b>	<b>Self-isolating no symptoms (e.g. as a close contact of someone outside your household)</b>	<b>Household isolation</b>	<b>Self-isolating with symptoms and/or positive test</b>	<b>Quarantining</b>	<b>Lent term arrivals</b>
<b>Can I live in my room?</b>	Yes	Yes	Yes	Yes	Possibly	Possibly
<b>Can I leave my household?</b>	Yes	No	No	No	No	No
<b>Can I have in person contact with other members of my household?</b>	Yes	No	No	No	No	No
<b>Do I need to wear a face mask in my own household (excluding your own bedroom)?</b>	No	Yes	No	Yes	Yes	Yes
<b>Do I need to wear a face mask in a household which is not my own? (when mixing allowed)</b>	Yes	Yes	Yes	Yes	Yes	Yes
<b>Can I use the kitchen in my household?</b>	Yes	No	Yes	No	No	No
<b>Can I use communal bathrooms in my household?</b>	Yes	Yes (specified bathroom with face mask)	Yes	Yes (specified bathroom with face mask)	Yes (specified bathroom with face mask)	Yes with face mask
<b>Can I order food to be delivered from Girton catering?</b>	No	Yes	Yes	Yes	Yes	Yes
<b>How long does this apply?</b>	N/A	10 days unless develop symptoms	10 days unless develop symptoms	10 days unless still have symptoms	10 days unless use test and release scheme	10 days or until negative test