

# Supplemental COVID Information

## for Resident Students



## RESIDENCE LIFE AND HOUSING - COVID-19 REGULATIONS

FALL 2020

Residence Life and Housing has implemented the following changes to policy and procedure to increase health and safety while living on campus during COVID-19. The university is monitoring the fluid situation and will at all times adhere to state, local and federal guidelines and regulations that are in place. The regulations below are subject to change at any time in light of changes in the condition of the greater community. Residence Life and Housing will communicate changes with resident students as promptly as possible. Resident students are expected to keep up with communications from RLH sent via your Immaculata email and adhere to all directives from staff.

### *New Requirements and Policies*

**VISITATION.** Resident students will not be permitted to have outside guests enter the residence halls. This includes parents, relatives, and commuter students. Resident students may visit other residence halls, but are expected to follow social distancing guidelines and follow all regulations. Maximum occupancy will be set for any open common areas. Each room may host 1 guest only at a time.

**MASKS.** Resident students are required to wear masks when outside their individual rooms at all times. This includes common areas, hallways and bathrooms. Masks may only be removed while the student is showering, but should be worn to and from the shower. Masks are required in individual rooms if a staff member must enter or be present to perform duties within the scope of their employment (RAs, maintenance staff, etc.). Staff may request students to put masks on or adjust masks that may not be worn properly at any time. Students are expected to comply with all instructions and requests by staff.

**FORMS.** Two forms have been created and are required of resident students prior to move in - Alternate Housing Form, IU COVID Pledge Form. Links to complete these forms can be located in the email attached to this document, or on the IU app. If these forms are not received prior to a student's arrival on campus, they will not be permitted to move into the residence halls.

### *Facilities Changes*

#### **COMMON SPACES.**

*Lounges* - Residence Life and Housing has modified common areas determined large enough to accommodate social distancing guidelines. Resident students are welcome to use these spaces, but are expected not to move the furniture from it's set up and to abide by maximum occupancy signage. Students are expected to use sanitizing wipes provided to wipe down any furniture and equipment after use. Smaller lounges have been closed until further notice.

*Kitchens* - Communal kitchens in the residence halls will be closed until further notice. Kitchens in the West Campus Apartments will remain open and available for use. Students are

permitted to bring one microwave per room to meet needs of heating up meals and snacks between meal times. All other meals are available in the dining hall.

*Laundry* - Laundry areas are still available for student use. Students are expected to maintain social distancing while in the laundry areas, as well as wipe down any machines used with disinfecting wipes provided. Students are strongly discouraged from moving any clothing left in a laundry machine. Students are responsible for collecting their personal belongings from the laundry machines promptly. RAs will be closely monitoring this process.

**ROOM SET-UP.** All furniture in individual rooms has been set up to maintain as much distance as possible. Residents are required to maintain the original furniture set up. Any student who chooses to move furniture does so at their own risk. Resident students are encouraged to talk with their roommates prior to arrival regarding usage of their shared space.

### *Resident Student Responsibilities*

Resident students agree to uphold the following responsibilities during their time in the residence halls in order to maintain a safe and healthy community living experience. Failure to comply with the following may result in disciplinary action:

- Wear a facemask at all times when outside your assigned room. If someone other than a roommate must enter the room (such as facilities personnel, RLH staff, or other resident students there as guests), face masks must be worn inside your assigned room.
- Keep your assigned room clean and sanitized at all times. The responsibility to keep individual rooms clean should be split between roommates and the parameters agreed upon as a part of the roommate agreement at the beginning of the semester. Housekeeping staff is not responsible to regularly clean or sanitize individual student rooms.
- Provide alternate housing plans to RLH staff prior to moving in for fall semester to be used in the event that you contract COVID-19 or display its symptoms.
- Keep your assigned room in its original configuration. Your room has been configured for the maximum amount of space possible between roommates (if applicable). The University requires you to keep this distance at all times while occupying this space. If you choose to move the furniture, you do so at your own risk.
- When gathering in open common areas, do not move furniture out of its configuration. Do not exceed the maximum occupancy for each space (posted on the wall).
- Wipe down common area shared facilities with hand wipes provided after use. Do not use common areas that have been closed for the fall semester.
- Maintain social distance (at least 6ft) from all other individuals at all times when possible outside of your individually assigned room.
- Comply with all instructional signs and follow foot traffic signs at all times in hallways and stairwells.
- Limit guests in accordance with current RLH instructions (guests may be completely restricted at certain times).
- Maintain all personal hygiene requirements set forth by the University at all times.

- Communicate with RLH staff with any questions or concerns regarding these new parameters.

### *Move-in Day*

Move-in day will take place as scheduled on **Friday August 28th for new students** and **Sunday August 30th for returning students**. If you have a campus related activity that is requesting you back to campus earlier than these dates, that program will release information to you regarding your arrival. Each resident will be assigned an appointment time to check-in, and move into their room. The following precautions and regulations have been put in place to ensure a safe move in process:

- All students will be allowed up to 2 hours to complete their move in. Specific start and end times will be communicated via individual email prior to move in day.
- Students are restricted to 1 individual as a guest or “helper” to assist with their move in. This individual will be authorized to access the residence halls for the duration of the student’s move-in appointment, but will be required to leave when the appointment is over. Please note that no switching is permitted. The guest may not trade places with another individual at any time. Please select a guest or helper who you believe will be able to assist you with all the tasks related to your move-in, including heavy lifting.
- High-touch and high-traffic areas of the residence halls will be disinfected between each appointment time block.
- All persons authorized to enter the residence halls must wear a mask at all times, and maintain social distancing guidelines from other groups.
- Limited access to equipment such as carts should be expected. Assistance with personal belongings will be available.
- Students and guests are required to adhere to all signage and instructions from IU staff.

Once students are moved in, they may come and go from their residence hall as needed. Visitor policies apply as outlined above. In addition, RLH recommends the following:

- Should a parent or other individual need to drop off additional items after the appointment time has expired, students should plan to meet them outside to pick up the item and transport it into the residence hall. The student only will be granted access to the building after the appointment time has expired.
- Students may gather with a family member on the campus grounds if more time is needed for goodbyes.
- Students should pre-plan which tasks are crucial to accomplish with their selected guest in their room, knowing time is limited to get them accomplished.

### *COVID-19 Protocol in Residence Halls*

If a case of COVID-19 is identified in the residence halls, recommended guidelines for isolation and quarantine will be enacted by RLH in cooperation with the Department of Health Services. Resident students should note the following:

- Any student testing positive or exhibiting two or more symptoms of COVID-19 will immediately be moved to an isolation area.
- Students will be requested to enact their alternate housing plan as soon as possible.
- Students who are at risk by coming into contact will be identified and given instructions. They may be required to quarantine and be removed from their individual room in order to do so.
- Any students in isolation or quarantine will receive meals and instructions for how to attend classes electronically if possible.
- Disinfecting of the area will be increased.
- Immaculata University will follow any guidelines and instructions as directed by local, state and federal health authorities for individual cases as well as recommendations for the University community as a whole.

### *Where To Find Information*

RLH will be distributing updates as needed via IU email and the IU app. All published information can be found on the IU app for reference. Any individual questions or concerns should be forwarded to RLH via email at [RLH@immaculata.edu](mailto:RLH@immaculata.edu)