



## COVID-19 Specific Housing Policies

Due to COVID-19 the following infractions will result in judicial action and will fall under the purview of the Policy on Returning On-Campus Students. Any violation of these policies may result in but not be limited to the following: loss of certain privileges, a Community Standards Violation (CSV), a COVID-19 policy violation, and/or suspension.

### Topic: Guests and Visitors

All non-COVID guest policies apply as listed in the [Berea College Residential Living Guide](#) (RLG) and any policy listed below is in addition to the RLG and does not take away from the RLG. *Guest(s)* is anyone who does not live in the residence hall. *Visitor(s)* are guests who are the opposite sex of their host.

- Any person that does not qualify as an active *on-campus, residence hall* student is not permitted to be in any Student Life managed housing without approval (This policy includes residence halls, ecovillage, and other housing i.e. Hunt Acres)
- Any guest or visitor must be signed in while they are in the building, this is to assist contact tracers as well as to enforce the safety and occupancy of the building at any time.
- Only one guest or visitor may be signed in at a time by any resident. Special permission for additional guests may be requested in writing by contacting the Area Coordinator of any building. Written documentation of any approval is required.
- 1 Guest, total, is permitted inside of a residential room at any time. When Guests are inside your room:
  - Masks must remain on the entire time a guest is inside your room.
  - Only one guest is permitted per room regardless of roommates or no roommates.
  - Roommates must agree on guest policy through the roommate agreement. For any roommate pair, guests will not be allowed in the room without a completed Roommate Agreement.
- Once signed in, guests may occupy all common spaces, this includes kitchens, TV areas, and study rooms for which the host has signed up. Guests and hosts must be mindful of any occupancy limitations for each of those spaces. Individual guests are permitted to be signed into their host's room.
- Regardless of gender you must accompany your guest at all times, they may not be left alone or with another resident, exceptions are made for bathroom usage where the host is expected to escort their guest to the bathroom, wait for them to exit the bathroom, and escort them back into the living quarters.



- Visitors or guests must leave a building by 11:00pm. This includes any area inside of the building. This does not act as a curfew; this is stating that you may not be inside a residence hall that you do not reside in past the hour 11:00pm. Guests and visitation will resume at 5:00pm the following day during the week (M-F) and at 12:00pm (noon) on Saturday and Sunday.

### **Topic: Travel Policy**

All students should be aware that travel is permitted by approval only. Travel requests should be submitted at [Berea.edu/student-life/](http://Berea.edu/student-life/) at least two weeks in advance. Please know that travel requests will be approved for medical need and emergency need only.

- Outside of approved travel, students should plan to spend every night in their designated residence hall.
- Visiting residential homes without approval is not permitted. This includes the homes of town students, faculty, staff, local residents, etc. within city limits.
- Students are not permitted to ride in vehicles of those living off-campus or in the Ecovillage
- Rideshare services such as Uber or Lift are not approved methods of transportation.
- Those who are approved for overnight travel will be required to quarantine upon their return to campus.

### **Topic: Use of Lobbies, Common Spaces, Kitchens, and Lounges**

Hours of operation: 7:00 AM to 11:00 PM. A lobby is an open space in a building. A study room is an open space that is behind a closed door. A kitchen is any space there is an oven present. If a lobby is next to a kitchen, that will be counted separate from the kitchen.

- Signups must be used for all lobbies, common spaces, kitchens, and lounges. Signups are available through Signup Genius
  - Residents will be able to sign up no more than a week in advance and will be able to sign up no fewer than 24 hours in advance. Therefore, residents will have to plan for their space usage appropriately.
  - Signups for all common areas, kitchens, and lounges will begin at 7:00am and will end at 11:00pm. These will be available in primarily two-hour increments. The final slot for most areas will begin at 9:00pm and end at 11:00pm.
- If planning to use a lobby area next to a kitchen, resident(s) must sign-up for both kitchen and the lobby.



- A resident could be found to be in violation of COVID Policy if any of the following are observed:
  - Not wearing a mask while using the space (With the exception of active eating done at appropriate distance from others).
  - Having more than one guest (except for permission given by the Area Coordinator).
  - Using the space without RSVP'ing for the timeslot (If you plan to be in space 15 minutes or longer, you must RSVP).
  - Failing to sanitize an area after they have signed up to use the space.

#### **Topic: Use of Laundry Facilities**

- Hours of operation: The Laundry room will be open between the hours of 7:00am and 11:00pm anyone found using the facilities outside of this time will be subject to judicial action.
- Signup slot length: The laundry slot length will be dependent upon need of specific residence hall, typically no shorter than 2 hours in length.
- RSVP window: Residents will be able to sign up no more than a week in advance and will be able to sign up no fewer than 24 hours in advance. Therefore, residents will have to plan for their space usage appropriately.
- Guest and visitation: There will be no visitation/guests permitted in any laundry area. Along with COVID Policy, laundry is a private task and it is best practice to avoid any visitation or guests in a laundry area.

#### **Topic: Use of Staff Office**

To best mirror the permissions given to residents, staff are permitted to hold meetings with up to three people total in their staff office. If larger meetings need to be held, they will be held in a larger common area or meeting space.

- Masks should be worn at all times, when multiple individuals are present in the office. When someone is alone in an office, and the door is closed they are permitted to fully remove their mask.
- Since proper social distancing cannot be assumed in most staff offices, we encourage staff to drop their masks temporarily to eat, and immediately put their mask back on when multiple people are present in the space.



- If there are concerns about the number of people in a staff office, please report those concerns through the COVID-19 reporting sit. Photos would be most helpful in documenting this concern.

#### Topic: Use of Porches and Outdoor Areas

Porches are defined as any outdoor area, adjoining a residence hall with designated seating or overhead shelter.

- Students are welcomed to visit with on-campus guests or visitors in these outdoor areas. Off campus guests or visitors are not permitted in these areas.
- The occupancy limit for these areas is designated by the furniture present (1 person per furniture on the porch).
- While in outdoor areas students must adhere to college policy regarding mask and distance

#### Topic: Shuttles

Vehicles will operate below maximum capacity, typically 3 passengers per trip (may fluctuate depending on van size). Please abide by the passenger limit of your designated vehicle.

- Shuttles will be available via signup for each residence hall.
- Residents are encouraged to utilize grocery pickup options, whenever possible.
- All vehicle occupants are required to wear masks at all times.
- Drivers are responsible for disinfecting between trips **where different passengers are riding**, meaning anytime there will be a new passenger in the vehicle there should be a complete disinfecting of the van.
- Passengers and drivers must observe as much distance as possible; the occupancy does not mean that the students may sit near each other they should be as separate as possible.

#### Topic: Eating and Drinking

Students are permitted to eat in the following designated areas: Woods Penn Commons Eating Zone, Alumni Building Activates Room Eating Zone, outside in a socially distances setting and in low-flow traffic areas, in a private room, or in study rooms, kitchens, or lobbies if space allows.

- To determine if space allows: the student eating must be accountable and choose a place that is always 6 feet from all 'public' locations that when utilized in 'normal' circumstances a non-eater or pedestrian would not have to enter that 6 feet bubble.



- The pedestrian using the public space always has 'right of way' as these are spaces that must be used by the community, and when eating the student has the right to choose their own location, as long as it is within the social distancing and mask wearing policies.
- This eliminates spaces like building hallways, doorways, outdoor spaces that are within 6 feet of the sidewalks used by other community members, places like CPO, etc.
- Eating is only permitted in your room in the case that you do not have guest/visitors.

### **Topic: Deliveries and Restaurants**

Students are permitted to receive deliveries and purchase restaurant food through delivery and pickup only. Eating in restaurants is not permitted.

- Deliveries must be received outside of the building (at an entrance without allowing deliverer inside of the building). Please collect deliveries as soon as possible from *drop locations*. The hall staff is not responsible for telling you that an order has arrived or for delivering it to your room.
- Restaurant and vendor food within the Berea city limits is permitted by pick-up or delivery only.
- Dining in indoor or outdoor seating areas at local restaurants is not permitted.

\*\*The Associate Dean of Student Life must approve any changes within this document and can make changes to the document as needed. All items are subject to change. \*\*