

Planning and Working Assumptions for College Operations from September 6th 2021

The current plans are fluid and may change as we approach the start of MT21. All Government and University guidance will be taken into account and its impact on college operations considered.

Assumed General Covid Controls (from 6th Sept 21)

<p>Main Themes</p> <ul style="list-style-type: none"> • Vaccination – all are encouraged to get vaccinated as soon as possible • Wear face coverings where asked (unless exempt) • Wash your hands regularly with soap or sanitiser • Testing – all are encouraged to take the opportunity to be regularly tested (LFDs) • Follow self-isolation guidance 	<ul style="list-style-type: none"> • Sanitiser remains at main entry points • HoDs to assess risk within their own department and consult with their team • Operational plans to take account of the risk of higher levels of sickness absence than usual • Hybrid meetings possible by prior agreement, usually for smaller regular meetings • Reduction in number of face to face “drop in” sessions. Can request face to face time but many can be done more easily via MS Teams • Face coverings no longer mandatory but encouraged in specific circumstances College Face Covering Policy • Social distancing not required; encouraged in specific situations depending on assessment of risk and individuals encouraged to be considerate of others’ space • Ventilation of offices and multi-use space during and between users • Good hand hygiene 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
---	---	--

Academic Provision (for Michaelmas term 21)

Department/Activity	Working Assumption	Contingency Planning
Teaching	<ul style="list-style-type: none"> • Most Tutorial teaching to be in person and delivered by academics in Oxford. Exceptions to this would be considered case by case. • Meetings by default will take place in person in venues with appropriate capacity. 	<ul style="list-style-type: none"> • MS Teams groups will be set up by College Office for each subject to enable pivoting to online to occur • Hybrid tutorials if some students have to isolate

V5 26/08/21
V6 30/8/21
V7 2/9/21

Libraries	<ul style="list-style-type: none"> • Return to pre-pandemic provision by and large • Retain daily cleaning of desks by scouts • Retain provision of hand sanitizer etc • Daily period of ventilation • Face covering encouraged • Click and collect will continue 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
-----------	---	--

Domestic Operations (from 15th September 21)

Department/Activity	Working assumption	Contingency planning
Catering/Bar	<ul style="list-style-type: none"> • Kitchens re open on 15th Sept. • Pre-pandemic provision restarts with some adjustments that have been agreed in consultation with SCR Curators, Staff and Student reps. • The Head of Hospitality to email detail separately • Bar open -1st week • Tap & Pay option in bar (replaces cash) 	<ul style="list-style-type: none"> • Order ahead app • Pandemic contingency plans retained to be reviewed and implemented if required
Housekeeping/Accommodation	<ul style="list-style-type: none"> • Return to pre-pandemic provision with emphasis on public rooms/shared space • Residency requirement in place with the automatic exemption of those student's resident in "red list countries" as of 1st July 2021 or subsequently added to the list • International students quarantining in College accommodation for which they will be charged 	<ul style="list-style-type: none"> • "shadow households" plan in case swift implementation required • Pandemic contingency plans retained to be reviewed and implemented if required
Lodge	<ul style="list-style-type: none"> • Full service in operation • Lodge main gate open as default during daylight hours • Lodge staff only behind counter. Fellows/staff post via lodge counter • Limited access for tours • Tap & Donate replaces cash 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
Workshop	<ul style="list-style-type: none"> • Full service in operation 	

IT	<ul style="list-style-type: none"> • Maintain current service levels • In person support by arrangement. 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
SCR	<ul style="list-style-type: none"> • Full SCR service resumes on 15th September with exception of High Table which will resume on 20th September 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
Bursary, Finance, HR, Principals Office, Dev. Office, College office	<ul style="list-style-type: none"> • Staff to return to working onsite as default but WFH or a hybrid work pattern can be requested through line manager or HR • WFH technology to be maintained to allow flexibility and/or need to revert to WFH 	<ul style="list-style-type: none"> • Pandemic contingency plans retained to be reviewed and implemented if required
Conferences/Events	<ul style="list-style-type: none"> • Return to pre-pandemic provision of internal events 	
Quarantine/isolation	<ul style="list-style-type: none"> • Will provide accommodation (charged) and food (charged) for those students arriving early from overseas to quarantine • As above for isolating students • Quarantine charges to be raised and paid in advance 	<ul style="list-style-type: none"> • All isolating/quarantined students will be accommodated and catered for

Chapel & Music

Chapel	<ul style="list-style-type: none"> • No social distancing and back to full capacity. Face masks to be worn in chapel, no contact peace, host only at communion (no common cup). Hybrid services/events if = demand. 	Pandemic contingency plans retained to be reviewed and implemented if required
Music	<ul style="list-style-type: none"> • Face masks to be worn by singers and musicians for all musical activities inside. Wind/brass instruments – retain social distancing 2m but no face coverings. 	Pandemic contingency plans retained to be reviewed and implemented if required

Student Welfare

Welfare	<ul style="list-style-type: none">• Operating in a flexible, hybrid way, offering in person welfare or a call on the phone or meeting via MS Teams to ascertain how best to support you. The method of communication will depend upon your circumstances and that of the welfare team members.• Students very welcome to request a virtual meeting from any member of the team if you would prefer this.	
Financial	<ul style="list-style-type: none">• Uni Covid Assistance support fund to remain in place for 21/22 support fund continuing• Students can apply for mini bursaries (date TBC for 1st call for applications)• Students in financial hardship may use the submission portal to apply for available funds	
Sport	<ul style="list-style-type: none">• Follow national sports guidelines (if remain in place)	