The UK is currently in a period of lockdown, and as a result there have been adjustments to facilities and services.

**Access to site**

Only essential workers are currently working on site in providing support to resident students. All other staff are either working from home or furloughed. Fellows are encouraged not to visit College where it can be avoided. If a visit is necessary, please inform the Domestic Bursar so that an overview of the number of people on site can be maintained. When attending site, Fellows should use the QR codes displayed at all entrances to register their presence for the purpose of track and Trace.

**Moving around the site**

A ‘keep to the left’ protocol has been adopted in all high traffic areas. In some areas where there is insufficient space for two people to pass safely it will be necessary to check that the route is clear before proceeding. Several automated sanitizer dispensers have been installed around the site and liberal use of these is recommended.

**Cleaning**

The cleaning service within residences is currently suspended in order to protect our staff. Communal areas and high traffic areas are receiving additional cleaning and sanitization with key contact points being given additional attention.

**Face Coverings**

All members of the community are expected to wear a face covering in all communal, internal and external areas of site except for those who are unable to do so on medical grounds. Face coverings may be removed when eating or taking exercise, providing that social distancing is observed.

**Catering**

A small catering provision is provided for our resident students. This includes a take-away service, seated meals in hall with household groups and a delivery service for those students who are
isolating or in quarantine. A small shop is in operation in the Hall for the use of residents only. Staff and Fellows catering provision is currently suspended.

Visitors from outside College

The College is currently closed and therefore external visitors, other than those required for the purposes of medical support for our residents, are not permitted.

SCR

The SCR is open for those senior members working on site to take breaks within. There is a strict one-way system in operation and users are asked to clear their cups to the clearly marked receptacles to assist with staff safety.

Fellows’ College Offices

In line with Government guidance it is expected that Fellows will work from home where it is possible to do so. If Fellows need to work from a College office, they should make the Domestic Bursar aware of their intentions so that oversight of the numbers of people on site can be maintained. The QR code displayed on all entrances should be used to record presence for the purposes of Track and Trace.

Meeting Rooms

If it is necessary to book a meeting room for a meeting which can’t be conducted online, please contact the Conference Team (Churchill.Conferences@chu.cam.ac.uk) and inform the Domestic Bursar. There are cleaning products provided in all rooms and users are asked to sanitize before and after use.

Toilet Facilities

Please use the main facilities on the Fellows corridor and main concourse. There are additional hygiene measures in place.

Porters’ Lodge

The Porters’ Lodge remains operational and maintains a constant service. Users are asked to avoid visiting the Lodge whenever possible and utilize telephone and email methods of contact as an alternative. Additional precautions are in place in the Porters’ Lodge to assist in maintaining staff safety. These include division of on duty personnel and a strict one-person protocol in the front of the Lodge.

Administrative Support

Staff who can do so are working remotely and contact with them should be via email where possible.
Library

The library remains open as usual, with strict hygiene and space protocols. Because of the need to maintain social distancing, and accommodate those students resident on site, it is not possible to have the library available to Fellows’ families. There is, however a ‘Click and Collect’ borrowing service in operation.  https://www.chu.cam.ac.uk/student-hub/college-facilities/college-library/borrowing

Sports facilities and playground

In compliance with legislation the gym remains closed along with the squash and tennis courts. The fields may be used for the purposes of exercise. The perimeter path is now open and can be used for exercise. The children’s playground is currently open although there are some special precautions in place and parents are reminded about the importance of social distancing.

Music facilities

The Music Centre is currently closed for leisure use as the pertinent legislation only allows it to be used for the purposes of study.

The Chapel at Churchill

The Chapel at Churchill may only be used by individuals or households who are resident for the purposes of quiet contemplation. Sanitizing products are provided, and users are asked to sanitize before and after use.