

Student Guide to Public Health and Campus Life: Student Handbook Addendum 2020

Smith College is committed to providing an environment that enables student learning at the highest levels and that protects the health and safety of the Smith community.

Smith College Statement of Shared Responsibility

Community safety during a pandemic is a collective responsibility. The ability of the Smith College community to thrive during the current COVID-19 pandemic is contingent upon a shared understanding that we each have a role in taking steps that promote not only our own health but the health of the other individuals with whom we share our campus.

A culture of care acknowledges that keeping our community safe and caring for one another requires each of us to fully comply with public health guidelines. In support of our goal to create a culture of care, and in accordance with public health guidance, Smith College requires that all students, faculty, staff, and approved visitors to campus abide by:

1. All applicable laws, regulations, and guidance from the U.S. Centers for Disease Control, as well as state and local public health authorities; and

2. All other safety precautions required by Smith College.

The college will maintain a publicly-available listing of these safety precautions online at <https://www.smith.edu/covid19/health-safety/control-plan>. This listing may be updated over time.

The college encourages everyone to do their best to honor not only the letter, but the spirit of any safety precautions. Students, faculty, and staff who do not adhere to applicable safety precautions may be subject to disciplinary action under relevant processes. Approved visitors who do not adhere to applicable safety precautions may be removed and/or trespassed from Smith College.

Students must acknowledge that they have read that [Statement of Shared Responsibility](#) and have viewed the “Health Guidelines Training” video as part of the college’s return-to-campus procedures. Students must understand and agree that they are expected to follow all safety measures to lower and prevent the risk of spreading COVID-19, and failure to do so could result in disciplinary action up to and including separation from the college.

Campus Safety Measures and Guidelines Applicable to Student Conduct

Campus Safety Measures ([CONTROL PLAN](#))

All businesses in the Commonwealth of Massachusetts must develop a written control plan outlining how their workplace will comply with the mandatory safety standards for operation in the COVID-19 reopening period.

- Everyone will be trained on these standards and provided with up-to-date safety information and precautions.
- Specific campus populations will be given access to campus according to the college's phased reopening plan.
- If access to campus has not been granted via the approved phasing plan, a return to campus must be authorized in advance.
 - Staff must be approved by their cabinet member and CIRT via their manager.
 - Faculty must be approved by CIRT via the provost's office
 - Students must be approved by the Dean of the College office.

Physical Distancing

- A reduced number of students, faculty and staff will be on campus. Many employees will continue to work remotely. Everyone partaking in in-person activities must maintain a 6-foot (2 meters) distance at all times.
- Room densities will be reduced to 45-55 ft. sq. per person (4 - 5 m. sq.)
- When needed, small in-person gatherings must be conducted in a way that adheres to physical distancing guidance or remotely if possible.
- Departments and units will develop operational plans to adhere to this guidance.
- Guests, travel and in-person events will not be permitted, or will be severely curtailed.
- Physical distancing is essential in staying healthy and mitigating the spread of COVID 19.
 - Please view this helpful [video](#) from Kris Mereigh, Director of Wellness in the Schacht Center, about physical distancing.

Face Covering

- Everyone will be expected to wear a face mask, covering nose and mouth, at all times in all *indoor* spaces (with the exception of when alone in private offices or, for students in individual rooms). Clear face shields or masks with one-way valves are not approved face coverings.
- Everyone will be expected to wear face coverings *outdoors* at all times.
- All campus community members will receive masks if they would like them. Students wishing to receive masks should contact the Student Affairs Office at studentaffairs@smith.edu.

- Everyone should follow [these guidelines to wash face masks](#).

Hygiene

- Everyone will be expected to properly wash or sanitize hands at every transition from one space to another.
- Facilities will provide hand sanitizer and disinfecting wipes in all open buildings.

Cleaning and Disinfecting

- Custodial and housekeeping staff will be responsible for maintaining appropriate levels/schedules of cleaning and disinfection campus-wide.
- Everyone will be required to participate in cleaning and disinfecting shared and personal high touch surfaces. For example if you sit down at a table/desk that others use please wipe down the table/desk and chair with available supplies.

Monitor Health

- Everyone will be expected to carefully monitor their health on a daily basis and remain away from campus (employees and off-campus students) or contact the Schacht Center for Health and Wellness (on-campus and local students) if they are experiencing COVID-19 symptoms.
- Everyone will be provided with a daily symptom checker application. This application can be used to record the results of your daily symptoms

Student Conduct

Smith is a community founded on individual integrity and respect for others. Your behavior affects you, those around you, and the Smith environment. As noted in the [Statement of Student Ethics](#), students have freely associated themselves with Smith College in a relationship based on mutual trust, personal respect and individual integrity. As a result, living successfully in this community will always depend on balancing the greatest possible freedom for the individual with a sensitivity to and respect for the rights of others. This code is based on the conviction that ethical student conduct is crucial to a supportive and inclusive community that fosters achievement and learning.

Joining the Smith community entails both rights and responsibilities. These rights and responsibilities include:

- a willingness to discuss, negotiate and take responsibility for personal conduct and the conduct of one's invited guests.
- a dedication to free inquiry and to the exchange of ideas and criticism, while maintaining respect for the opinions and individuality of others
- a commitment to the creation of a sustainable college and world
- an embrace of academic integrity and honest academic conduct

Our goal is to create a culture of kindness, mutual support, and community responsibility, in supporting each other in complying with the policies and procedures of the College..

- If you are not able to help a community understand why compliance supports the health and safety of the community and need assistance please submit your request to [EthicsPoint](#).
- Students that do not abide by College Policies or who are intentionally endangering the safety of community members by not adhering to the Student Guide to Public Health and Campus Living may be removed from campus and referred to the College Conduct Board. Submit your report through the [Community Incident Report](#).

[Student Handbook](#) and [Code of Conduct](#) and [Honor Code](#)

Approved, Local Off-Campus Student Expectations

Access to Campus

Approved, local, off-campus students will be able to access Smith College public spaces and the Campus Center.

- **COVID-19 Screening (Asymptomatic) Testing Protocol**
 - Approved, local off-campus students must follow the student testing expectations determined by the Schacht Center for Health and Wellness, [local travel expectations](#), and [public health guidelines](#).
 - Students will receive specific information on their arrival screening access and procedures. This information will indicate when the student should come to campus, instructions on access to the informed consent document, and directions for accessing the testing site.
 - Students needing symptomatic testing should contact the Schacht Center for Health and Wellness.
- **Isolation space for students who test positive for COVID-19**
 - Will be available if capacity and resources allow.
 - Every student is asked to identify their dietary needs should they need to be placed in isolation. Please complete the “Fall 2020 Dietary Needs Form” on your Residence Life Self page.
- **Medical Service**
 - Telehealth will be available, and in-person urgent care will be available as necessary for the following services:
 - Routine Care
 - Sick Visits
 - Symptomatic COVID-19 testing will be available to those who present

with COVID-19 symptoms, as determined by the Schacht Center team.

- **Counseling Service**
 - Telehealth will be available for the following services:
 - Individual therapy/mental health coaching
 - Therapy consultations and referral to community providers
 - Psychiatric evaluations and medication treatment
 - Group programs
- **Access to Library Services**
 - The library will transition its structure for remote/contactless access to resources. More information will be made available [here](#) as the library's plans develop.
- **Access to Athletic Facilities**
 - Indoor athletic facilities will not be available for students, faculty or staff until a later date.
- **Access to Dining**
 - Ada Comstock Scholars will continue to be awarded a Board Plan and have access to dining, as individual students, as long as they comply with the testing protocol and public health guidelines.
 - Dining Services is prepared to offer meal plans to traditional local, off-campus students. If you wish to acquire a full meal plan please contact Andy Cox, Director of Dining at acox@smith.edu for information on cost and purchasing.
 - Every student is asked to identify their dietary needs should they need to be placed in isolation. The dietary needs form is located on each student's Residence Life Self-Service page.

Residential Student Expectations

- All residential students must submit to COVID-19 testing two (2) times per week, beginning at the student's arrival.
- Move In - All students moving into Smith housing are asked to limit the number of guests to two (2) during the move-in process. Each individual is required to wear a face mask or facial covering that covers the individual's nose and mouth, and following appropriate physical distancing guidelines by maintaining a physical distance of at least 6 feet. Students are required to complete their move in during the date and timeframe assigned for their arrival by the College.
- Dining Services - Every student is asked to identify their dietary needs should they need to be placed in isolation. Please complete the "Fall 2020 Dietary Needs Form" on your Residence Life Self page.
- What to bring - Recognizing that the semester will be shortened, students should only bring what items they will need for the time they will be on campus this semester. There will be no storage available on campus between semesters.
- All students should prepare an EMERGENCY EVACUATION PLAN. in the event the College needs to close houses campus and/or residence halls on short notice due to illness, or an emergency, or other unforeseen circumstances, each student should

evacuate within a short timeframe (2-3 days). The “Emergency Evacuation Form” can be found on the Residence Life Self-Service page and should be completed prior to students’ arrival to campus. Prior to arrival students should prepare a personal departure plan and inform their family/guardians. The personal departure plan should include answers to the following questions:

- Where will you go?
 - How will you get there?
 - If you will be ride-sharing determine a meeting place
 - What do you need to take?
 - Consider what items you will need to bring with you and where you will store your other belongings
 - Whom should you notify?
 - Develop a list of contacts with whom you could travel to and stay with.
 - Establish a communication plan for family and friends.
- Students who need to do so may be able to remain on campus through scheduled breaks/unscheduled interruptions for travel limitations/restrictions and safety considerations. Space will be very limited and only extended to those with extenuating circumstances.
 - On campus housing will open between August 28-31, 2020, and will close on November 25, 2020, at 10 a.m. EST for Fall 2020.

Campus Life Expectations

Isolation and Quarantine Expectation

- All students who live on campus, or who are approved to live off-campus and access campus, are expected to adhere to the recommendation to isolate or self-quarantine should they test positive for COVID-19 positive, are identified as a close or come in contact with someone who is tests positive for COVID-19. A student who fails to isolate and self-quarantine as required, will be subject to disciplinary action, including but not limited to removal from campus, removal from classes, suspension, loss of privileges, and/or dismissal from the College, but will remain responsible for the full semester payment for room, and board, tuition and fees.

Testing Expectation

- All students who live on campus or who are approved to live off-campus and access campus are required to fully participate in the surveillance COVID screening program provided by the College. A student who refuses to submit to COVID-19 testing, as required, will be subject to disciplinary action, including but not limited to removal from campus, removal from classes, suspension, loss of privileges, and/or dismissal from the College, but will remain responsible for the full semester payment for room, board, tuition, and fees.

Access to Houses

- Students will only have access to the house or residence hall in which they live.
- Students are not permitted to have guests who are not Smith students.
- Students may have a current residential Smith student guest in their room, provided the student guest lives in the same residence hall, and all students wear masks or facial coverings and maintain a physical distance of at least 6 feet. Students may have up to two student guests per room.
- No overnight guests are permitted under any circumstance.
- Off-campus Smith students are not permitted in residential houses.

Bathrooms

- Students will be assigned a bathroom on their floor. Students are required to use the bathroom they are assigned and stagger bathroom use whenever possible.
- Students must wear a face mask or facial covering in the bathroom, except when it is not possible to do so (for example, brushing teeth, taking a shower). Students should make every effort to maintain a physical distance of 6 feet from others while using bathroom facilities.
- Students are not permitted to use bathroom cubbies and must keep toiletries in their room.
- Students are prohibited from using bathrooms when they are being cleaned by essential personnel.

Common Spaces

- **Common rooms**
 - House common rooms will not be available until further notice.
 - Students are encouraged to use the Campus Center as an alternative study space.
- **Gamerrooms**
 - Gamerrooms will not be available until further notice.
- **Laundry**
 - Students are required to wipe down laundry machines prior to and after each use with the sanitizing products provided..
 - Sanitation stations will be available in each laundry room for wiping down machines prior to and after use.
- **Elevators**
 - Each elevator will have posted occupancy and directives for elevator use. Students are required to follow posted occupancy and directives for elevator use.
- **Kitchens/Dining**
 - All residents with kitchen access must participate in educational training in order to be granted access to community kitchens (applicable to students residing at 150 Elm, 54 Green and Henshaw apartments.)
 - House kitchenettes will be closed until further notice
 - Only students that have purchased the Board plan will have access to dining

Guests/Visitors

- Off-campus guests are not permitted in Smith residence halls. (This includes Smith students living in the area and family members, with the exception of move-in day)

Travel

- Students are limited to a travel radius of [10 mile radius](#) from campus for essential travel only.
- Urgent travel needs, outside this radius, must be pre-approved by the Director or Assistant Director of Residence Life.
 - The request form for these requests is located [here](#):
https://docs.google.com/forms/d/e/1FAIpQLSe9SG-ewhaWcl90DP8MFbpjMz1EMeJec_nOLL78u7gysX6Lkw/viewform?usp=sf_link
- Students must wear a face mask or facial-covering that covers the student's nose and mouth when traveling in any campus vehicle.
- Five College courses are not considered essential travel and must be taken remotely..

Campus Services

Athletics

- Indoor athletic facilities will not be available for students, faculty, or staff until a later date.

Campus Center

- The Campus Center will be open Monday - Friday from 7 a.m. to 6:30 p.m. and will host the COVID-19 testing site, mail services, and printing resources. The Campus Center Cafe will not be open this fall.

Clubs and Organizations

- All registered student organization meetings are to be delivered a virtual format to include remote students.
 - Online events require registration through the Smith Social Network.
- No student travel, defined as travel outside of the College campus, is permitted for any club, organization or college sponsored activity.

Programming

- All programs should be delivered in virtual formats.
- No registered house events.
- All other requests will be handled on a case-by-case basis through the Dean of Students

Dining

- All meals will be grab-and-go from the open dining halls.
- Meals cannot be eaten in the dining hall
- Students must wear masks whenever in a dining hall

- Meals will be coordinated for students in isolation and quarantine spaces
- Ada Comstock Scholars will continue to be awarded a Board Plan and have access to dining, as individual students, as long as they comply with the testing protocol and public health guidelines.
- Dining Services is prepared to offer meal plans to traditional local, off-campus students. If you wish to acquire a full meal plan please contact Andy Cox, Director of Dining at acox@smith.edu for information on cost and purchasing.

Library Services

- The library will transition its structure to allow for remote/contactless access to resources. More information will be made available [here](#) as the library's plans develop.

Schacht Center for Health and Wellness

- **Medical Service**
 - Telehealth will be available, and in-person urgent care will be available as necessary for routine and sick visits.
 - The Schacht Center for Health and Wellness is closed to walk in appointments. Students are required to call the Health Center, instead of showing up in person, if they develop symptoms of COVID-19.
 - Symptomatic COVID-19 testing will be available to those who present with COVID-19 symptoms, as determined by the Schacht Center team.
- **Counseling Service**
 - Telehealth will be available for the following services:
 - Individual therapy/mental health coaching
 - Therapy consultations and referral to community providers
 - Psychiatric evaluations and medication treatment
 - Group programs

Stairways

- Stairways will be marked across campus with directional guidance to help promote physical distancing. Students would walk through stairways without lingering or loitering.

Out-of-State Students and Visitors

Pursuant to Governor Baker's [July 24, 2020 COVID-19 Order No. 45](#) (the "Massachusetts Travel Order"), all individuals arriving in the state of Massachusetts must quarantine for 14 days upon arrival, unless three exceptions apply:

1. the individual has received a negative result from a COVID-19 test based on a sample obtained not longer than 72 hours before their arrival in Massachusetts;
2. the individual travelled to Massachusetts from a state designated as a COVID-19 lower-risk state, as defined by the Massachusetts Travel Order; or

3. a limited circumstances-specific exemption applies, as set forth in the Massachusetts Travel Order.

Any individual entering Massachusetts who is not traveling from a COVID-lower risk state and does not meet one of the limited circumstances-specific exemptions, must complete the [Massachusetts Travel Form](#). Students who are otherwise exempt from quarantine because they produced a negative COVID-19 test result must complete the travel form. Failure to adhere to these requirements, including the requirement to fill out the travel form, may subject the individual to a \$500 fine, per day, imposed by the Commonwealth of Massachusetts. Additionally, the College may implement disciplinary action for failures to adhere to the Governor's travel order. Forms of discipline include, but are not limited to, removal from campus, removal from classes, suspension, loss of privileges, and/or dismissal from the College.