



DOWNING COLLEGE CAMBRIDGE

Rules and support for those in quarantine

Before you leave to travel to the UK, consider carefully what you need to pack in order to help support you through two weeks in quarantine. Remember to pack enough medication if you have a prescription or regular medication that you need to take.

When you arrive please go to the Porters' Lodge to sign in and collect a "Quarantine Pack" (see below for more information). Freshers will need their Photo ID to collect their University cards and keys (if your accommodation does not have a card access system)

The College has appointed a Covid Isolation Co-ordinator to manage your quarantine arrangements. If you have any questions which are not answered here or on the website, please email covid.isolation@dow.cam.ac.uk

- 1. Please wear a mask before entering the Porters' Lodge, and note that there are social distancing measures in place in the Lodge. Please use the hand-sanitiser before entering.**
2. Make your way directly to your room avoiding unnecessary contact with other people.
- 3. Once in your room, please unpack your "Quarantine Pack", which will contain a copy of this information sheet, some "Quarantine Door Notices", tape to fix the notices to the doors, a paper facemasks, disposable gloves, rubbish bags, and a small bottle of antibacterial hand gel.**
4. Fix the "Quarantine Notices" to your bedroom door, bathroom and toilet doors (if not en-suite) and kitchen door. These notices will inform others in your "household" (i.e. those students who are sharing a kitchen, bathroom, and toilet facilities with you) and the staff that you are in quarantine. You may find that some notices have already been posted. If the dates on the notices in common areas differ from the dates that you are in quarantine, please put up your own notices.
5. You must remain in your bedroom at all times except to use your designated bathroom, toilet, and kitchen facilities, or in order to take up to one hour of exercise per day (see point 10 below).
- 6. You are not allowed visitors in your bedroom, kitchen, or bathroom facilities.**
7. Cleaning supplies will be left in the bathroom and kitchen areas for you to use before and after using the facilities. (When students are in quarantine, the staff will **not** be able to enter these areas).
- 8. You must wear a face mask or covering when you leave your room, including in your household (corridor, toilet, and kitchen) and when outside.**
9. Only use the communal kitchen to prepare breakfast or quick meals (wearing a face mask or covering). You must eat in your bedroom. We will support you in obtaining food and having other meals delivered to your room (see point 12 below).
- 10. Exercise is to take place out-of-office hours during the week to reduce the risk to staff who are working in the buildings and gardens. We encourage you to **take up to one hour of exercise** each day. From Monday to Friday, exercise can only be taken between 4pm and 8pm, but on Saturday and Sunday may be taken at any time. **This exercise must be taken alone** in your private garden (if in a Lensfield Road house) or in the Fellows' Garden (if in a**

room in the main College site). Exercise must be taken alone i.e. no other people must accompany you, not even others who are quarantining. You are to wash or sanitise your hands before leaving or re-entering your household (so take your hand-gel with you).

- 11. Food and drink** (lunch and dinner) will be supplied from the College Buttery (charged to your College Bill) if you cannot arrange an online delivery or for anyone to shop before you arrive. The Catering Department will circulate details of the OrderAhead App which will enable you to place an order with the Buttery. The order will be left outside your bedroom door (at agreed times) by your 'Quarantine Supporter' (see point 13 below). Disposable containers and cutlery should go into your general waste (see point 16 below). A kettle is available in each of the kitchens.
- 12. Quarantine Supporter.** The College would find it very helpful if you could arrange your own Quarantine Supporter. Your Quarantine Supporter should be a student who is resident in the College and who has offered to support you. Please pass the name and contact details of your Supporter to the Covid Isolation Co-ordinator, ideally before you arrive in College. If you do not have a Quarantine Supporter, please email the Covid Isolation Co-ordinator with your contact details mobile & email / room number / food preferences / allergies and she will get in touch regarding your options.
- 13. Shopping.** If you have a personal friend who is willing to be your personal Quarantine Supporter, please do ask them to organise a food shop for you. Basic provisions will be available via the Catering Department, but you may need your own supplies. If you do arrange an online shop, you **must** ensure that your personal Quarantine Supporter meets the delivery driver and brings the items at an agreed time to the entry to your staircase or house. Unfortunately, the Porters and College support staff will not have time to deliver these items to your door.
- 14. Personal Laundry.** You should plan your clothing for the quarantine period. You will not have access to College laundries and there is no laundry service. You will be required to store your laundry in your room until the quarantine period is over. Please bring a supply of suitable large plastic bags (e.g., rubbish bags) to contain your laundry throughout the period. If you have an emergency need for laundry please contact the Covid Isolation Co-ordinator, who will be able to advise you.
- 15. Housekeeping and waste.** You will be responsible for cleaning your own room bathroom and toilet (supplies will be provided). General rubbish must be double bagged (using the bags provided in your quarantine pack) and left outside the kitchen door for collection (Monday to Friday) by the College Housekeeping Staff). For those in the Lensfield Road properties, please take your double bagged rubbish directly to the outside bins (during your period of exercise).
- 16. College Linen.** If you require fresh bedlinen or a towel, please contact Housekeeping. Supplies will be left outside your door. Please keep dirty College linen in your room until the end of the quarantine period.
- 17. Mail deliveries.** If you are expecting an important item, please contact the Porters with the contact details of a person within your household whom you authorise to collect it on your behalf. If you are alone in your household, please email the Porters, who arrange a delivery.
- 18. Items left in storage.** If you left items in storage over the summer, the Housekeeping staff will arrange for your belongings to be brought to your room before you arrive so that you will have your things with you to help support you through the two weeks in quarantine.

19. Library books. Staff at Downing College's Maitland Robinson Library will be happy to help you in any way we can. You can find out about your library here:

www.dow.cam.ac.uk/about/maitland-robinson-library

The wider Cambridge University library network offers access to a vast range of online resources that will be invaluable for quarantining students. Find more information here:

www.lib.cam.ac.uk/research/librarysearch/university-libraries-are-all-open-online

For books that are unavailable online you can search our holdings at

<https://library.dow.cam.ac.uk> (Raven login required) and use our Request & Collect service with help from your nominated supporter.

For help from library staff with this or any other questions please do get in touch with us via: library@dow.cam.ac.uk

20. In the event of an emergency (e.g. fire alarm), you must evacuate immediately (wearing a mask) and should aim to remain at least two metres distant from all other people during an evacuation. Avoid direct hand contact with anything outside your room, and if you suspect that you may have COVID-19, wear a clean set of disposable gloves.

21. Wellbeing. Your Tutor (or the Tutorial and Admissions Office) will assist with any pastoral support needs. College nurses are also available Monday to Friday if you have any health concerns. Keep in touch with family, friends, and the College by phone or through social media and visit the University COVID-19 pages on wellbeing:

https://www.hr.admin.cam.ac.uk/coronavirus_wellbeing_mentalhealth

22. Any student who develops COVID-19 symptoms must go into Self-Isolation. Please do not hide any symptoms. If you do get any symptoms, however mild, or even if you are unsure, it is your responsibility to others to report them and seek further guidance so that we can assist you. Please ring or email the Porters' Lodge immediately (they are open 24/7) if you get any symptoms of COVID-19– see the contact information below. The Porters will be able to advise you on the next steps to take.

23. Staff will not enter your household unless there is an emergency in which case you will be informed in advance and they will wear PPE as required.

24. Your wellbeing during Self-Isolation: Q&A

Your health and wellbeing and that of the entire Downing community are our priority. We know that being in isolation or quarantine can be challenging.

We have tried to address some potential concerns below.

- **Won't I become lonely?**

Self-isolation and loneliness are two different things. Self-isolation for health-related reasons means that although you are not physically able to be with other people, you are still very much part of the College community and you are not socially or emotionally isolated from us or from anyone else. We are just a phone or video call away. If you are suffering from mental health issues and wish to speak to a counsellor please see www.counselling.cam.ac.uk for supportive advice and how to make online appointments.

- **What if I feel guilty for self-isolating?**

When you choose to self-isolate, you choose to put the needs of others above that of your own, so well done. Your discomfort for a short period might prevent many others from getting seriously ill.

- **What will I do with all my time?**

How you choose to structure your days during self-isolation will greatly contribute to your experience of it. Following the normal rhythms of breaking your day up with three meals and one long period of sleep at nighttime might help you keep a sense of normality in this abnormal period. Drawing up a timetable that you can roughly stick by might allow you to tick things off, give you a sense of accomplishment, and help you find purpose in your days. Items you might want to consider adding to your timetable are:

1. Exercise (if you are well enough). Many students are fans of yogawithadriene.com. Exercise will also help stretch your body and tire it so that you can sleep well.
2. Study time – having clear achievable goals will not only help pass the time and keep you on track with academic work but also give your brain some useful stimulation and challenge.
3. Social time - schedule time to chat with friends on social media, video or phone calls.
4. Self-care time - Consider adding “check-in” time with yourself every day, assessing your mental health on a scale of 0-10, perhaps tracking mood and anxiety on two different scales. You might want to keep a journal of your experience as it is often hard to remember how one day differs from the other if we find ourselves in one setting.
5. Fun time - Choose two or three fun activities to indulge in – and give them time-limits! Ration episodes of your favorite Netflix or Amazon Prime series so that you will have a few to look forward to each day. Set a time-limit on your phone for how much games you can play per day and don't cheat. Read a book for leisure.
6. House-keeping time - Keep your room tidy, have a morning and nightly tidy, and make the environment as nice as you can for the time you have to spend there.
7. Mindful time - Continue your spiritual practices You might find your practice or your spiritual community a source of strength. And remember, this too shall pass. It might feel forever but factually we know time keeps on moving.

- **What else should I keep in mind?**

Ask for help if you need to talk to someone about more pressing welfare needs. You are welcome to contact your Tutor, the College Nurses or the counselling services available through the College.

Any queries or concerns please ring or email:

- Porters' Lodge: 01223 334800 porters@dow.cam.ac.uk
- Covid Isolation Co-ordinator: covid.isolation@dow.cam.ac.uk
- College Nurses: 01223-334817 nurse@dow.cam.ac.uk
- Housekeeping: housekeeping@dow.cam.ac.uk
- Tutorial and Admissions Office: tutorial-enquiries@dow.cam.ac.uk