

Updated: 4 January 2020

Issued by: Warden and Senior Common Room of Trinity Hall

The following is a brief summary of the main rules and regulations that will guide the Trinity Hall community for the 2020-21 academic year. It is not exhaustive, but serves as a quick reference point for immediate use in order to ensure that the year proceeds as smoothly as possible with the safety and wellbeing of each and every resident being the foremost priority as they pursue their academic studies at Trinity College Dublin.

IMPORTANT: Due to the ongoing public health crisis caused by COVID-19, student residents in Trinity Hall are not permitted to have visitors or overnight guests in their rooms in Hilary Term 2021. Parties are also not permitted in Hilary Term 2021. These conditions apply to all College accommodation.

Due to the ongoing public health crisis caused by COVID-19 all students are required to follow Government and Trinity College Dublin guidelines and advice related to reducing the spread of COVID-19. Students will be required to adhere to social distancing requirements in accordance with public health guidance and may be required to wear face coverings (or other personal protective equipment) as directed. Due to the ongoing public health crisis caused by COVID-19 the rules and regulations set out in this document are subject to change. Any changes to these rules and regulations will be communicated to you. All students of the College are advised to check the following website regularly for public health updates:

<https://www.tcd.ie/about/coronavirus/#key-updates>

Rules and Regulations of Trinity Hall 2020-21

1. **Demonstrate respect and care for all members of this community**, including, students, staff, and neighbours. Mutual respect has long been a cornerstone of the Trinity Hall community. This year, more than ever, it is critical to proceed with respect for each other at the heart of every choice and action.
2. **Follow current HSE guidelines** at all times, especially with regard to hygiene, social distancing, and masking protocols:
<https://www2.hse.ie/conditions/coronavirus/protect-yourself-and-others.html>
3. If you **develop any common symptoms** of the coronavirus (Covid-19)
<https://www2.hse.ie/conditions/coronavirus/symptoms.html>
 - a. You should **self-isolate** immediately.
<https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/self-isolation.html>
 - b. You must **call Trinity Hall Reception at (01) 896 8024**
4. If you have been a close contact of a confirmed case of coronavirus, OR live with someone who has the symptoms of coronavirus, even if you feel well, you must follow the **Restricted Movement guidelines**:
<https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/if-you-live-with-someone-who-has-coronavirus.html#restrict>
 - a. You should **call Trinity Hall Reception at (01) 896 8024**

5. **Current social distancing restrictions and/or face covering requirements are to be observed at all times** in all communal areas of Hall such as Reception, Oldham House, the laundrette, the Smiles Convenience Store, and lifts (where lift usage is an access requirement).
6. Per [Irish Universities Association \(IUA\) guidance](#), throughout the 2020-21 academic year, **students may not visit any apartment at Trinity Hall other than the apartment in which they are living.**
7. There are **no guests allowed daytime or overnight** at Trinity Hall for Hilary Term 2021. Failure to adhere to this may lead to the revocation of a student's licence to reside in College.
8. Students are **not permitted to host parties** during Hilary Term 2021. Failure to adhere to this may lead to the revocation of a student's licence to reside in College.
9. There is **no drinking outside**. Alcohol consumption is confined to apartments; no bottles or cans of any kind should be consumed on the grounds of Trinity Hall and are not to be taken off site. Any student in breach of this regulation will face disciplinary action and a fine.
10. There is **no smoking indoors**. Smokers should additionally be respectful of others by not smoking at the doors of Houses or under apartment windows. Smoking is not permitted in any of the Trinity Hall residences in enclosed entrances, porticos or tunnels and within a distance of 4m from entrance doors, opening windows and entrances to enclosed areas, tunnels or porticos. If found smoking **indoors** a resident faces disciplinary action and a regular fine of €150.00.
11. **No illegal drugs** are allowed. Failure to adhere to this will lead to a disciplinary investigation which may result in the revocation of a student's licence to reside in College.
12. There is to be **no large congregations or groups outside**. Any small outdoor gathering will be dependent on the number stipulated by current government regulations. Any student in breach of this regulation will face disciplinary action and a fine.
13. **No jumping over gates or walls** is allowed at any time. Any student caught climbing the walls or gates will face disciplinary action and a regular fine of €250.00.
14. **Quiet time is from 10.30 p.m.** Noise levels should be respectful at all hours, whether in your House, in a courtyard, entering or leaving Hall, or on Temple Road. Residents are required to respond to Assistant Warden and RSA requests after this hour or face disciplinary action and/or a fine.
15. **Misuse of College/College Residential ID:**
A College ID and/or a College Residential Key/s are the responsibility of the member of College to whom it/they have been issued. Passing over such means of identification

to another party, College member or not, is an offence. Using such identification falsely is an offence. When a College ID or College Residential Key has been improperly shared both parties are liable and may face reprimand and a regular fine of €200.00. In the case of the improper use of a College Residential ID/Key the resident may also face the possible revocation of guest privileges on a temporary or even permanent basis. The student found in possession of the College Residential ID/Key in such a case may also face barring from College residences on a temporary or even permanent basis.

16. **Shared spaces in apartments are to be kept clean and disinfected regularly.** Apartments should be kept clean and rubbish, recycling, and glass should be disposed of responsibly in appropriate bins. Failure to do this will result in the levying of a cleaning fee for the apartment.
17. Do not engage in activity that poses risk to your health and safety, or that of others. Specifically, **it is prohibited to tamper with fire alarms, disable fire safety equipment, such as smoke detectors, or fail to evacuate in the case of a fire alarm.** Residents or guests who fail to evacuate a building in which a fire alarm has sounded face a regular fine of €150.00. A student who fails to evacuate their room in the event of a fire alarm being sounded may also have their licence to reside in College revoked.
18. It is a College offence not to give your name or produce your Student I.D. card where requested by a member of Trinity Hall staff or the Warden Team. A student who fails to cooperate on this point will face disciplinary action and/or a regular fine of €100.00.

Disciplinary Procedures:

In the event that a student is brought up on charges with regard to a breach of rules and regulations they will first be interviewed by the Warden and one of the Assistant Wardens in a disciplinary meeting (online or in-person as current regulations dictate) before a course of action is determined. Students may choose to have their College Tutor present during the disciplinary meeting. All fines and disciplinary action are subject to the judgement of the Warden, Deputy Warden and the Junior Dean.

Student Self-Isolation and Restricted Movement Protocol

Covid-19 Context

During the Covid-19 pandemic Trinity Hall will be guided in its duty of care and responsibilities toward students and staff by the Implementation Guidelines for Public Health Measures in Higher Education Institutions (HEIs), as well as by HSE guidance and government regulations.

General Comment

Students are advised to be vigilant with regard to the signs and symptoms of Covid-19 and should encourage and support each other to self-isolate and seek medical advice if there is any question of infection. Students will be fully resourced with regard to academic extensions and personal supports in cases where self-isolation or restricted movement is required and

so should feel no hesitation in erring on the side of caution in seeking medical advice, guidance, and attention. Such decisions reflect respect for the community at Trinity Hall, the wider university, and society at large; it is expected that each resident at Trinity Hall will take personal responsibility with the utmost seriousness in this regard. Any failure to disclose signs and symptoms associated with Covid-19 is a breach of community trust and endangers the health of others. Any breach of the Self-Isolation and Restricted Movement Protocol is grounds for immediate dismissal from Trinity Hall.

Self-Isolation Protocol

1. If you **develop any common symptoms** of the coronavirus (Covid-19):
<https://www2.hse.ie/conditions/coronavirus/symptoms.html>
 - a. You should follow the HSE guidelines for **Self-Isolation** immediately.
<https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/self-isolation.html>
 - b. Remain in your room and avoid contact with people / other flatmates.
 - c. Do not enter any of the communal facilities (living space, kitchen or shared bathrooms) within your apartment; neither should you access any communal areas within Trinity Hall such as the Accommodation Office/ Reception, Laundrette, or social areas.
 - d. Stay in your bedroom and do not enter/use communal areas including your shared kitchen
 - e. You should immediately **call Trinity Hall Reception at (01) 896 8024** and alert them that you are Self-Isolating. You will need to clearly communicate your name, House, Apartment Number, and contact details.
 - f. You should phone the College Health Centre on 01 896 1591 or 01 896 1556 during their opening hours to arrange testing.
 - g. If you become very unwell outside of College Health opening hours you can call the out of hours GP service is Dub Doc at:
<https://www.dubdoc.ie/content/contact-us>
 - h. You must contact your flatmates by phone, not in person, and let them know that you are awaiting further assessment re-Covid 19.
 - i. You must inform your housemates that you are Self Isolating so that they can Restrict Movements
 - j. Your Assistant Warden will be in contact with you to **provide support and answer any questions** you have.

How to get to the test Centre:

1. College Doctor or your GP will advise you on whether you need to be tested
2. College Health does provide an on campus testing facility. They will provide you directly with your appointment time and location.
3. In order to access the campus testing centre:
 - a. wear a face covering and keep two metres physical distance at all time
 - b. do not use public transport
 - c. walk or cycle

- d. you can also avail of Lynk Taxis: +353 -1- 820 2020
(<https://www.lynk.ie/contact/>)

After Receiving Test Results

1. Negative results: A person with a negative test is currently advised to continue to self-isolate for a further 48 hours following the confirmation of a negative test result. Refer to <https://www2.hse.ie/conditions/coronavirus/test-results/when-you-will-get-your-test-results.html#not-detected>
2. If the test result for Covid-19 is positive:
 - a. Any student may continue to remain in their own accommodation if they can self-isolate safely and independently.
 - b. An Irish Domiciled Resident may also return home without using public transport if they have previously visited their home within the last two weeks and if they do not pose a risk to any vulnerable individual in their home. If being collected by family/friends they must continue to self-isolate until they are collected.
 - c. When leaving the site to return home in the event of a positive test Irish domiciled residents should at all times wear a face covering. Family/friends assisting to leave/ collecting should also wear a face covering at all times.
 - d. The Irish domiciled resident is also responsible for informing the Accommodation Office by phone that they intend to leave the site.
 - e. During the site departure no one should enter the resident's room and the resident should ensure their room is locked on departure.
 - f. An international Resident / or a Resident who cannot go home may remain in their own accommodation if they can self-isolate safely and independently.
 - g. If an international Resident, or any Resident who cannot safely return home, is unable to self-isolate independently in their own accommodation then they must move to designated Isolation area of Trinity Hall and will be directed in doing so by the Accommodation Office.

Moving residents into a designated Isolation-Area

1. If your Covid-19 test has come back positive and you have been advised to move to a new designated accommodation area which is not your own room:
 - a. The Accommodation Office will be in contact with you on the details of where you are moving.
 - b. Pack belongings for 14 days - clothes, toiletries, books, charger(s), medications, food and other necessities.
 - c. Plastic bags/ boxes and a trolley (or two) will be made available to you outside your bedroom door by the Accommodation Office.
 - d. Make sure you advise other residents by phone to keep out of the circulation spaces while your packing and move is taking place.

- e. You do not need to pack bedlinen, towels, cleaning materials or toilet paper as these will be provided in the new designated isolation accommodation.

Day to day living for residents in self-isolation:

1. Stay in contact with your Assistant Warden by phone/text/WhatsApp or e-mail on a regular basis.
2. Stay in contact with your family, friends and tutor by phone.
3. Check your symptoms and call your doctor /phone the reception immediately if your symptoms are worsened or you feel unwell.
4. If you are self-isolating in your own room, you will require your flat mates help to accept deliveries or to shop for you and to heat or refrigerate your food. If you are moved to a different unit to self-isolate a microwave oven will also be provided.
5. If you need any extra supplies, medications, items contact the Accommodation Office and/or your assistant Warden.
6. Make sure to keep your room well ventilated.
7. Put all personal waste (food containers etc), including used tissues, face coverings and all cleaning waste in a plastic rubbish bag. Refuse bags will be available in your room. Once this bag is $\frac{3}{4}$ full it should be tied closed and then placed in a second a second bin bag, which is also to be tied. These refuse bags then need to be left in your room for 3 days/72 hours before being placed outside of your room for collection.
8. You will need to bring enough clothing with you for the period you will be in self-isolation. There will be no access to laundry facilities. If you need clean bedlinen or sheets you should contact the Accommodation Office. Clean linen supplies will be left outside your room in a clear bag. Any dirty linen should be doubled bagged in clear plastic bags (made available in your room), tied and left in your room for 3 days. These may then be placed outside of your room for collection.
9. You should not spend any time in the communal areas of your isolation accommodation and you should never use the kitchen in the apartment.
10. If there is a fire alarm activation while you are self-isolating you should still immediately proceed to evacuate. You must however wear a face covering and avoid touching anything as you leave. If you have gloves use them. One outside stay apart from the other people exiting. Make it know to someone in charge that you are self-isolating and they will direct you to a location where you must remain while keeping your distance from others. You will be directed how and when you can return to your room.

Restricted Movement Protocol

1. If you discover that you have been **a close contact of a confirmed case of coronavirus, OR live with someone who has the symptoms of coronavirus**, even if you feel well, you must immediately place yourself on **Restricted Movement:**

- a. You should immediately follow the **HSE guidelines**: <https://www2.hse.ie/conditions/coronavirus/managing-coronavirus-at-home/if-you-live-with-someone-who-has-coronavirus.html#restrict>
- b. You should immediately **call Trinity Hall Reception at (01) 896 8024** to alert them that you are on Restricted Movement. You will need to clearly communicate your name, House, Apartment Number, and contact details.
- c. During your period of Restricted Movement you must at all times avoid contact with other people, other residents within the accommodation, and staff.
- d. If you are sharing communal areas of kitchens and dining areas you must only use the area when there is no one else using the spaces and you must wear a face covering.
- e. You must limit your time in all communal areas.
- f. In all cases, if there are other residents sharing the communal kitchen with you during your period of restricted movement you must clean the area before and after use.
- g. You may take exercise in and around the grounds of your residence as long as you maintain a distance of 2 meters from other people.
- h. While taking exercise, walking or running only, there should be no participation in sports and social distancing must be maintained.
- i. When you leave your residence to dispose of refuse, access meals or to go out to exercise on the grounds you must wear a face covering at all times in the communal areas.
- j. You should keep to a minimum the number of areas that you touch (including door handles, railings, worktops etc).
- k. You must not enter any of the teaching areas, libraries, Reading Rooms, buildings, Gym or communal areas, or the Laundrette on the main College campus or at Trinity Hall.
- l. You must not meet up with other residents
- m. You must not leave your place of accommodation to go to the shops or a pharmacy unless it is absolutely necessary to do so. You can order online deliveries to an agreed collection point.
 - i. If you will need anything else during the period of restricted moments you can order it online to be delivered to your place of accommodation.
- n. If you become unwell at any stage during RM you must contact College Health or your GP. At the weekend and after hours, if you become very unwell contact the afterhours doctor (Dub Doc [01 45 45 607](tel:014545607)) and stay in your room. You must also notify Trinity Hall Reception immediately at 01-8968024.
- o. If person you live with has been referred for a test for coronavirus and the test result returns negative then you no longer need to restrict your movements.