



COVID-19 Guidance for students moving into Halls of Residence

We appreciate that moving away from home for many will be an exciting time but, for some, it might be a daunting experience, particularly so during the current climate. However, we are working hard to ensure you have the best experience possible moving into halls and commencing your studies.

The following guidelines have been produced with student safety and wellbeing at the forefront, and so we ask that you spend some time reviewing this guidance – please do get in contact with the Accommodation Office if you have any queries or concerns. You can either contact us via email on accommodation@chi.ac.uk or call on 01243 816069.

We hope that by following these guidelines it will help to keep everyone safe and well and ensure that you have a great experience at the University of Chichester.

Before you Arrive

GP Registration

We recommend that all students register with a GP local to the University Campus. It will still be possible for you to see your 'home' GP during holidays as a temporary patient. Please do ensure that you complete the relevant GP Registration form that will be sent out to you before you arrive.

Vaccinations

The University recommends all students are up to date on all vaccinations. Please check with your GP surgery prior to starting. Please ensure you have been vaccinated against the new Meningitis Vaccine ACWY.

Face Coverings and other supplies

Due to the current government guidelines, please do make sure you bring your own face coverings to University. We would also ask that you bring your own supplies of hand sanitising gel, paracetamol and a thermometer.

Book arrival Slot (e-Induction)

Our e-Induction, which will be sent out from Friday 28th August, contains a section for you to book your arrivals day and 3 hour time slot. **It's vitally important** that you book a slot and arrive for this time to ensure that we can manage the arrivals into our halls of residence in a socially distanced way.

Corona virus symptoms

Please do not travel to University or move into your halls of residence if you are displaying symptoms of COVID-19, or if anyone you are travelling with, or recently lived with, or had contact with, are displaying symptoms. If this is the case, please let the Accommodation Office know, on accommodation@chi.ac.uk, and we can amend our records to reflect a new arrival date for you. Please follow all government and health protection guidelines in regards to isolating when displaying symptoms.

International Students

If you are an international student who is required to self-isolate upon your arrival into the UK, you will be contacted by the University in regards to the self-isolating in halls and any further information you will need to assist you during this period.

For queries relating to your self-isolation period, please contact the International Office on: international@chi.ac.uk

When you Arrive

Arriving at your Accommodation Site

Those students arriving into halls at the Bishop Otter Campus (BOC), Havenstoke Houses, and Pinewood House, will need to park at BOC in the designated bays in the main car park. Signage will be in place to direct to these designated parking bays. Once parked, there will be appropriate signage directing you to the Accommodation Office. For Sat Nav, please use the campus postcode of PO19 6PE. Students living at Pinewood and Havenstoke can drive to their respective accommodation buildings after collecting their keys from the Accommodation Office on campus.

For students living on the Bognor Regis Campus, you will need to park in the Longbrook House/Barbara Smith Halls car park, this car park has been reserved for you. There will be signage directing you to the Accommodation Office which is based in the ground floor of Barbara Smith Halls Block 9. For Sat Nav, please use the postcode of PO21 1HR but we will also be sending you a map of which entrance to use for the campus to arrive at the correct car park.

Stockbridge Student Village students can arrive at the Stockbridge site and either park in the parking area for blocks A-D or the parking area for Block E. The Accommodation Reception is

located in Block A. For Sat Nav, please use the postcode of PO19 8FG but you may need to search for 'Stockbridge Halls Chichester' to arrive at the correct location.

Fishbourne Halls students can arrive on site and use the parking bays provided or park in an appropriate place on site. The Accommodation Office & Reception is located in Block A. For Sat Nav, please use the postcode PO19 3FH but you may need to use the postcode of the Tesco Petrol Station (PO19 3JT) which is next-door to arrive at the correct location.

Westgate Halls students can use the main entrance to the College Campus and take the road to the left of their Main Reception which has a barrier across it, you will be allowed entry upon pressing the appropriate call button on the barrier entry system. Once the barrier is open, you can drive down to the Westgate halls to unload and move your belongings into your room. If there is a large amount of arrivals at any given time then you may have to use the Main Car Park and pay & display (50p for the day). The Accommodation Reception is within the Westgate Halls complex, this is staffed 24hrs a day, you can collect your keys from this office. For Sat Nav, please use the post code PO19 1SB.

Key Collection

When you arrive at your accommodation site, please go to the Accommodation Office to collect your keys and associated documents. There will be a sanitiser station at the entrance to the reception area, and we also ask that you observe social distancing when meeting with staff. Once you've received your keys/access cards and associated documents, you'll be able to move into halls.

Entering halls

Our halls of residence will have sanitiser stations at the entrances for you to use. Please be mindful of any 'pinch-points' when transiting through common parts of buildings, such as entrances, foyers, corridors and stairwells – you may need to stand back to allow others to pass to ensure these areas do not become crowded.

Assistance moving into Halls - Helpers

Parents or guardians are welcome to accompany you when you travel to the campus, as we know you will want to say your goodbyes! In order to keep numbers of people in small corridors and rooms within the accommodation blocks to a minimum, we are asking that only **one person** helps you carry items in your room. This will be reviewed on an individual basis, for example for health or wellbeing reasons, and the Accommodation Team will be around to help you with any questions when you arrive on campus.

To ensure the safety and wellbeing for all students, you and your helper should wear a face covering when moving in. Please do bring your own face coverings, however the Accommodation Offices will have a limited supply should you forget to bring yours. If your flat already has student residents living there when you are moving in, then please observe

social distancing measures until you have fully moved in and your helpers have departed campus. As a minimum you should maintain a 1 metre distance and ideally 2 metres.

If other flatmates are moving in after you, then please do wear a face covering whilst in the communal areas, including corridors, stairwells and kitchens. Once everybody has moved into your flat/corridor, in line with government guidance, a new household would have now been created and therefore there would be no need to wear face coverings or social distance in this area.

Cleanliness

Your room and associated communal areas will be deep cleaned before the start of the Arrivals period as would normally be the case. Cleaners will sanitise communal areas and all fixtures and fittings, such as door handles.

Student's Union

The Students' Union will have Welcome Reps on site during the move in period; the welcome reps who are current students will be a great source of information and will be around on campus and in the SU (Zee Bar and The Hub). The Students' Union venues will be open as will the SHOP on Chichester Campus - your helpers/parents/guardians are welcome to visit the SU venues* whilst waiting for you, and of course the SU are looking forward to welcoming you as new students.

*please note the SU will be operating with a reduced capacity and social distancing measures in place (including recording entry for track and trace purposes).

Living in Halls

Social Distancing

We will always put the safety of our students and staff first and ensure that we are adhering to the latest Covid-19 guidance. To help ensure that you can have an excellent experience we've made our campuses as safe as possible by introducing a number of measures. In and around campus, we ask that you wear face coverings in all indoor shared spaces where alternative mitigation is not possible, this includes our Learning Resource Centres. We also ask that you follow appropriate signage and directions, such as one-way systems, whilst transiting through University buildings. Please do follow instructions from staff members in relation to safety and wellbeing.

Whilst in your halls of residence, your flat/corridor will be your new 'household' and therefore you will not need to wear a face covering or socially distance from your flat mates.

Visitors

In order to try and keep everyone as safe as possible, for the first month visitors from outside your new 'household' are not permitted into Halls of Residence. Please arrange to meet friends in one of our many social spaces across our campuses.

The position on visitors will be reviewed after the first month and if there are any changes to the guidance this will be communicated to all residents.

Large gatherings/social events or parties involving other people from outside your new household, are prohibited under both your residential licence agreement and also government guidelines on social distancing. This restriction is important to ensure the wellbeing of the whole University community.

Returning Home during weekends and vacation periods

When you return home, government guidance currently states you will be able to socialise indoors and stay overnight but you must maintain social distancing.

Symptoms of COVID-19 within in your University 'household'

If you or someone else within your University household develops symptoms or tests positive for coronavirus, you need to follow the latest government guidelines for isolating in households. Students who do have symptoms of COVID-19 must inform the Accommodation Office or the Nurse Health Advisors, by email or telephone. The University's Accommodation and Student Support & Wellbeing teams will be on hand to provide guidance and food parcels where required.