

COVID-19 Code of Conduct for Students Visiting the RJC

Fall Term 2020

McMaster's focus throughout this pandemic has been on the health and safety of every member of our community.

Though we know that most of our students will be staying away from campus for the fall term and focusing on online classes to help reduce the spread of COVID-19, we also know that some students may require access to the Ronald Joyce Centre (RJC) due to an accommodation need required to fulfill their academic requirements.

We take the health and safety of these students as seriously as that of the majority remaining off-campus, and as such, have embedded safety protocols, cleaning regimes and guidelines into our routines.

As one of these students, we want you to feel confident in the safety of your environment when you come to campus. Know that we have done everything possible to help you protect your health and safety.

COVID-19 Code of Conduct for Visiting the Ron Joyce Centre

To ensure everyone in our campus community stays safe, **you must read and adhere to the below code of conduct during each visit. Not adhering to these safety standards will result in removal from the building, with no access to the RJC for the rest of the term.**

<p>1. Students must request pre-approval at least 24 hours (one business day) in advance of their planned visit to the RJC on the DeGroot Online Resource Centre (DORC) via the RJC Access Request Icon.</p> 	<ul style="list-style-type: none">• Students will be asked to provide their reason for requesting access, date of visit, program, anticipated arrival time, transportation type (reduced shuttle service available this fall) and daily visitor parking rates apply (access Parking Services details).• They will receive an approval or rejection within 24 hours via their McMaster email address. Please do not come to the RJC without an approval (you will not be permitted to stay by the Concierge/Security).• The morning of their visit, pre-approved students will need to complete the provincial COVID self-assessment survey an hour prior to their arrival, and bring the results to show the Concierge.• Pre-approved students will be asked to sign in and sign out at the end of the day for contact-tracing purposes.• The RJC fall hours will be Monday to Friday 8 a.m. to 6 p.m. <p>Note: <i>Not required for students registered in D700 (separate communication will be provided to all registered students in this course).</i></p>
<p>2. Masks or face coverings are required in all indoor public spaces on campus, which includes classrooms and hallways.</p>	<ul style="list-style-type: none">• Pre-approved students must ensure they are bringing a mask or face covering with them during each visit to the RJC.• There will be a limited supply of disposable masks available, should students or faculty forget to bring their own to the RJC.
<p>3. Movement of students and faculty will be highly</p>	<ul style="list-style-type: none">• Pre-approved students must:

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restricted while on campus.	<ul style="list-style-type: none">○ Only come to the RJC for the date indicated on their approval confirmation email○ Use the individual collaboration room that is assigned to them on their approval email (no switching of rooms permitted)○ Remain in their individual collaboration room during their stay unless using the washrooms or café services (limited café services will be available)● Rooms will be thoroughly cleaned once each day once the students leave their assigned rooms. There will be no overlap of collaboration room use over the course of the day.
4. Physical distancing is required, with a maximum number of one individual per collaboration room.	<ul style="list-style-type: none">● Signage has been installed in each room to indicate flow of traffic, protocols for entering and which seats can be occupied when more than one student can be in a room (at this time, all collaboration rooms will only permit one student each).● Students must maintain proper physical distancing from other members of the DeGroot community (at least 2 metres apart) when possible in the RJC
5. All visitors to the RJS are responsible for hand and environmental hygiene.	<ul style="list-style-type: none">● All visitors to the RJC are responsible for washing their hands with soap and water or use sanitizer prior to/upon entering their session room.● Sanitizer will be available at stations throughout the building.
6. Limited Shuttle Services	<ul style="list-style-type: none">● A reduced shuttle schedule has been posted on the DeGroot Shuttle Service page.● Only students who have obtained approval to come to the RJC should be utilizing the shuttle.● Students choosing to use the shuttle must wear a mask throughout the duration of their trip and maintain social distancing from other riders.● The shuttle will have limited capacity, spacing between riders and cleaning touchpoints will be performed throughout the day.
7. Café Services	<ul style="list-style-type: none">● Black & McDonald are working with their Catering provider to offer a limited menu of food during the Fall term. More details to follow.
8. Paid parking onsite	<ul style="list-style-type: none">● For details of parking rates at the RJC, visit McMaster's Parking and Security Services site.

Not adhering to this code of conduct puts members of the DeGroot community at risk. If guidelines are not followed with strict compliance, you may be asked to leave the building with no access for the rest of the term.

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Keeping Our DeGroote Community Safe

The continued health and safety of the DeGroote community is our utmost priority, and we are doing everything possible to ensure that if you require access to the RJC, you can feel confident about the protocols in place.

Together, we can make this work for everyone in our community.

If you have any questions about anything outlined in this document, please send your questions to mba.studentexperience@mcmaster.ca.