Social Distancing Plan

2021

Last updated: 14 January 2021
Key Principles

• Maintenance of 2m distance
• Observe one-way systems, where designated
• Use the traffic-flow systems elsewhere
• Please keep to the LEFT when passing others
• Practise frequent washing of hands and the use of sanitising gels
• Please keep all rooms and areas ventilated as much as possible
• Please adhere to the guidelines on face masks (see separate guidance included)
Face Masks

Fitzwilliam expects everyone who can to wear a face mask at all times in all indoor spaces even if 2m social distancing can be achieved.

The only exceptions are:

• inside your accommodation Households,
• when working in single occupancy rooms with closed doors,
• when eating or drinking,
• to allow those that need to, to lip-read your conversations, or
• if you have a medical exemption (see policy for list of exemptions).

Masks must be worn:

• Inside communal College buildings, including the Library and when queuing to collect food/drinks and moving to a designated space to eat/drink.
• In all outside environments where social distancing of at least 2m is not achieved

We should carry face masks with us at all times and wear them when asked to do so by anyone in College when it would be a courtesy to others.

Please also be considerate of those who are excused the need to wear a face mask.
Key:

- One-way traffic flow
- Two-way, divided traffic flow
- Controlled single file, two-way flow
- Closed area
- Queue area with floor markings
- Physical barrier
- No Entry

Please wear a face mask (refer to College policy)
Site Entrances

South Entrance: enter/exit through Foyer

Access to Porter’s Lodge: one-way flow, no entry from Foyer.

Temporary North Entrance: through Cycle Bay, behind Library

Accessible Access: through Storey’s Way

Coffee Shop is open for takeaway. (One-way system: enter from Tree Court)

Dining Hall is open for dinner only. (One-way entry and exit from Screens passage)

Library and Chapel are open

MCR (all floors) and SCR are open. JCR is closed.

Office access for staff only to upper floors of the Grove
Gatehouse
(South Entrance)

Two-way access to upper floors: Walker Rooms, U V W blocks

Entry and Exit from the College is via the Entrance Foyer door

Entry to the Porters’ Lodge (one-way flow)

Please wear a face mask

Foyer
Porters’ Lodge
IT Dept
Garden
Finance Offices
Car Park
Lift
1 person

Entry
Finance Offices

IT Dept

Garden

Finance Offices

Car Park

Two-way access to upper floors: Walker Rooms, U V W blocks
Central Building

Dining Hall is open for dinner only (one-way entry and exit from Screens passage)

Coffee Shop is open for takeaway (one-way flow)

JCR is closed

Please wear a face mask in the Buttery

Masks can be removed in the Dining Hall while eating and drinking

Please wear a face mask in the Coffee Shop

Enter from Tree Court

Observe Queue Area Floor Markings

Seating area closed
Central Building: Coffee Shop and Screens

**Dining Hall** open for dinner only
Please wear a face mask in the Buttery
One-way entry and exit from Screens passage

**Coffee Shop** open for takeaway
Please wear a face mask
One-way flow:
Enter from Tree Court

*JCR closed*

*Screen closed*

*Lift 1 person*

*Observe Queue Area Floor Markings*

*Seating area closed*
Auditorium

Please wear a face mask when moving around in the Auditorium

Observe **2m Social Distancing** in the Foyer

Entry is via the Main Doors (two-way flow)

Only **sit in seats** marked as **allowed** in the ranked seating

*Fitzwilliam College*
Olisa Library – Ground Floor

Please wear a face mask at all times in the Library

Observe queue area marking in Foyer

Observe maximum seating allowed at each workspace

Closed

Office

Lift
1 person

Entrance

Foyer
Olisa Library – Basement

Do not use computers marked as out of action

Observe maximum seating allowed at each workspace
Olisa Library – First Floor

Observe maximum seating allowed at each workspace
Olisa Library – Second Floor

Observe maximum seating allowed at each workspace.
### Room capacities under Social Distancing

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Theatre</th>
<th>Boardroom</th>
<th>Classroom</th>
<th>Cabaret</th>
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<tr>
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<tr>
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