



Fitzwilliam College Services – status summary – Lent Term 2021

This document provides a summary of current arrangements for key operational services.

Only those staff who have an essential role in providing core College services are working in College at present. The College is maintaining a core provision as follows:

- Porters' Lodge: Open for Parcel and Mail collection from 9.30am – 11am and 3pm – 4.30pm daily and 24 hours a day, 7 days a week for assistance and emergencies. Please observe the social distancing guidelines when visiting the Lodge.
- Tutorial services and Finance Office: Tutorial and Finance Offices are continuing to operate normally with all enquires being dealt with via email.
- The Buttery will open from 5.30 – 7pm every day. Seating in the dining hall is available – please continue to observe the strict Social Distancing guidelines that are currently in operation.
- The Coffee Shop will open from 8am – 3pm, Monday – Saturday and 9am – 3pm on Sunday for takeaway service only. Entrance is from the Library side of the Central Building and there is a one-way route through the Coffee Shop; the exit is out towards the Chapel.
- Housekeeping: Cleaning of communal spaces in College will continue, but not in student occupied areas/houses or bedrooms, unless requested by contacting the Housekeeping Manager - housekeeping.manager@fitz.cam.ac.uk Rubbish collection will continue on the College site. Cleaning materials are available for use and you should clean shared facilities after each use.
- Maintenance: Full service from Maintenance department is available. Please log any requirements in the usual way, via a help-desk ticket on MyFitz.
- IT support: Please log any requirements in the usual way, via a help-desk ticket on MyFitz.

The social and community spaces in the College are open for use, in accordance with current Government Lockdown guidance - <https://www.gov.uk/guidance/national-lockdown-stay-at-home>. Arrangements will be reviewed, and amended, if the government advice is amended in the coming weeks.

The following areas of the College are currently affected:

- Library: The Library is open as a study space only, from 9.30am – 2.00am. Please ensure that the Social Distancing Guidelines are observed, especially the wearing of Face Coverings.
- Chapel: The Chapel is open for individual quiet reflection and for prayer.
- MCR: The MCR is open for study only: the rooms must be used on an individual or single Household basis. There must be no mixing of Households within the rooms of the MCR.
- JCR: The JCR is closed.
- Gym: The Gym is closed.
- The Sportsground is open for Members of Fitzwilliam College only, to use for recreational exercise in accordance with the Government guidelines – by yourself, or



with other members of your own household or, when on your own, with 1 person from another household. No organised Sport is permitted and the Tennis courts are closed.

- Meeting/study rooms in College: The Wilson Court and Walker Rooms are available for use on a single-person or single-Household basis only, up to the maximum published numbers. These rooms are available to all students on a drop-in basis between the hours of 8am – 9pm. If you wish to book a meeting room for video calls, etc., please contact the Events team via email (college.events@fitz.cam.ac.uk) at least one working day in advance. The Porters may be able to grant access to you on evenings and weekends if the rooms are available. Please ensure that you sanitise the rooms before and after your use.
- Music Practice Rooms – open for use on a single or single Household use only.

If you have any queries or concerns, please call or email:

- Porters' Lodge: 01223 332 000 porters@fitz.cam.ac.uk
- Housekeeping Team: housekeeping.office@fitz.cam.ac.uk
- Tutorial Office: tutorial.office@fitz.cam.ac.uk
- College Nurse: nurse@fitz.cam.ac.uk