SIDNEY SUSSEX COLLEGE
Protocol for self-isolation, household-isolation and quarantine in College

Reflects Government guidance as at 05/01/2022:

- How to quarantine at home after international travel
- When to self-isolate and what to do
- Higher education COVID-19 operational guidance

Version: 18
Author: COVID Coordinator
Date last reviewed: 12/01/2022
Next review: 26/01/2022
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A: Quarantine requirements

Do I need to quarantine upon return to Cambridge?

Answer: If you are travelling to the UK from overseas different restrictions will apply based on your vaccination status. The current traffic light system has been replaced by a single red list of countries and territories which will continue to be crucial in order to protect public health, and simplified travel measures for arrivals from the rest of the world.

- Red list countries: High-risk countries

Students will need to comply with the appropriate measures set out by the UK Government, depending on which country they have departed from/travelled through in the preceding 10 days. The list of ‘red’ countries will be regularly updated and can be found here, along with the quarantine procedure that must be followed: https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19

How long does quarantine last?

Can I cut quarantine by taking a covid-test?

Answer: Yes, unvaccinated travellers who have not travelled through or from a red list country can use the Test to Release Scheme and may arrange for an eligible private test to be taken on your fifth day in quarantine: receipt of a negative result would trigger your immediate release from quarantine.

Does the university offer ‘test and release’ eligible tests?

Answer: No

Will the college pay for my eligible test, if I arrange one privately?

Answer: No, however, if early release from quarantine is absolutely necessary for academic reasons, and if the cost of the test is likely to result in financial hardship, the college may consider providing hardship support.

Where can I read more about the UK’s quarantine requirements for students returning to study for the Lent term?

Answer:


b) University’s COVID-19 Information for Students Arriving from Abroad

What should I do on arrival in College?

Answer:

a) All students must bring their own bed linen and towels. Please ensure that you bring with you sufficient clothing and linen to last you for the quarantine period. If you have been unable to bring your own linen, inform accommodation@sid.cam.ac.uk before you arrive, and linen will be provided by College for the period of self-isolation

b) On arrival go directly to the Porters Lodge to collect your key and ‘Quarantine Pack’ (please wear a face covering in the Lodge and remember it is one at a time entry). If you live in a hostel and are arriving by taxi, ask the driver to wait on Sidney Street while you collect your key and quarantine pack.

c) Make your way directly to your assigned room, noting the boundaries of the “student household” to which you belong including its bathroom/toilet(s) and kitchen.
d) Once in your room please unpack your “Quarantine Starter Pack” which will contain a copy of this document for easy reference, some “Quarantine Door Notices” (see examples here), Blue-Tac to fix the notices to the doors, rubbish bags and cleaning clothes.

e) Using the BlueTac provided, immediately affix the filled-in “Quarantine Notices” to your room door, and to the doors of any shared bathroom and toilets, and to the kitchen door. This is to inform others in your “household” i.e. those individuals who are sharing a kitchen, bathroom/toilet facilities with you, and the staff, that you are in quarantine.

f) Email NotifyHealth@sid.cam.ac.uk subject line “Notification of start of Quarantine – [name] [surname], so that College records can be updated accordingly.

g) Food and other essential purchases. You may wish to place an on-line supermarket order in advance of your arrival (check now – you may need several days’ notice), for a first stock of essentials to be delivered to College/your hostel on your arrival date. You may want to ask a fellow housemate/friend to help with collecting shopping or takeaway food for you. For further support, please contact NotifyHealth@sid.cam.ac.uk so that we can make alternative arrangements to support you.
B: Self-isolation requirements

If a member of a household tests positive, that person and anyone in that household not fully vaccinated, will be required to self-isolate for 10 days. It will be possible to end self-isolation after 5 days following 2 negative LFD tests taken on consecutive days, you should not take an LFD before the fifth day of your self-isolation. Fully vaccinated members are advised to take Lateral Flow Device tests for 7 days.

1. Actions for students who are COVID-positive and/or symptomatic

If you have tested COVID-positive or experience COVID-like symptoms, you and every member of your household who has not been vaccinated must immediately self-isolate and follow the steps below:

If you are asymptomatic and test positive with a LFD test you do not need to take a confirmatory PCR test to confirm you have COVID-19, however immediate self-isolation will still apply.

a) Fill in the Sidney Sussex COVID-19 notification form immediately when entering self-isolation, whether symptomatic and/or with a positive COVID result, and inform all your co-residents in your household. You must fill in the University’s COVID monitoring form as soon as possible. Contact NotifyHealth@sid.cam.ac.uk if you require assistance from the College at any stage.

b) The College will soon make contact via email once you have filled in the Sidney Sussex COVID-19 notification form.

c) If you are symptomatic (a high temperature, a new, continuous cough, a loss or change to your sense of smell or taste) you should immediately arrange to be tested by following the guidance outlined in the University’s Stay Safe Campaign. Please do not hide any symptoms which might be COVID-19.

d) You should keep the College and University updated with any changes to your status (whether you become symptomatic OR you have received a test result) by resubmitting in Sidney Sussex COVID-19 notification form AND updating the University’s COVID monitoring form.

What you can do to help yourself get better?

<table>
<thead>
<tr>
<th>✔️</th>
<th>How to treat coronavirus symptoms at home</th>
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<tr>
<td></td>
<td>See NHS advice on treating coronavirus symptoms at home</td>
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<tr>
<th>✔️</th>
<th>Over-the-counter medications</th>
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<tr>
<td></td>
<td>You can use over-the-counter medications, such as paracetamol, to help with aches, pains and a high temperature. Use these according to the instructions on the packet or label and do not exceed the recommended dose. If you do not have these to hand your household may be able to help (and can leave outside your door) or you can ask if <a href="mailto:notifyhealth@sid.cam.ac.uk">notifyhealth@sid.cam.ac.uk</a> can help get you some medicine.</td>
</tr>
</tbody>
</table>

When to seek medical advice

You should seek prompt medical attention if your illness is worsening.

1 Including anybody in a support bubble with your household
If it’s not an emergency, contact your GP in working hours or NHS 111 online. Call 999 for an emergency. Please inform the Porters (+44(0)1223 338800) if you have an ambulance attending.

2. **Actions for students who are instructed to self-isolate AND are asymptomatic**

If you have been instructed to self-isolate AND you are symptomatic and/or have had a positive COVID-test result, you must follow the guidance above in section B 2: **Actions for students who are COVID-positive and/or asymptomatic**.

If you are asymptomatic and test positive with a LFD test you do not need to take a confirmatory PCR test to confirm you have COVID-19, however immediate self-isolation will still apply. Otherwise, you may find that you are asymptomatic but have been asked to immediately self-isolate if you are contacted by NHS Test and Trace, and/or by the College. If you are asymptomatic and have been instructed to self-isolate you must follow the steps below:

- a) Fill in the [Sidney Sussex COVID-19 notification form](#) immediately when entering self-isolation because you have been instructed to self-isolate. You must also fill in the [University's COVID monitoring form](#) as soon as possible. Contact NotifyHealth@sid.cam.ac.uk if you require assistance from the College at any stage.

- b) The College will soon make contact via email once you have filled in the [Sidney Sussex COVID-19 notification form](#).

- c) You must self-isolate for **ten full days** from the date you were asked to self-isolate. It will be possible to end self-isolation after 5 days following 2 negative LFD tests taken on consecutive days, you should not take an LFD before the fifth day of your self-isolation.

- d) If you become symptomatic (a high temperature, a new, continuous cough, a loss or change to your sense of smell or taste) you should immediately arrange to be tested by following the guidance outlined in the [University’s Stay Safe Campaign](#). Please do not hide any symptoms which might be COVID-19.

- e) You should keep the College and University updated with **any** changes to your status (whether you become symptomatic OR you have received a test result) by resubmitting in [Sidney Sussex COVID-19 notification form](#) AND updating the [University’s COVID monitoring form](#).
C: Household isolation requirements

1. Where one or more household members is symptomatic or COVID-positive

Anyone not fully vaccinated will be required to self-isolate if one or more members of that household is symptomatic or COVID-positive. Isolating households must maintain social distancing within the household for ten full days (or five days if producing 2 LFD tests) from the date your housemate experienced their first COVID reported symptoms or from the swab date of their positive test. (Fully vaccinated members are advised to take lateral flow tests for seven days.)

If you are entering household-isolation each member must fill in the Sidney Sussex COVID-19 notification form and the University’s COVID monitoring form.

2. Where one or more household members has been instructed to self-isolate AND is asymptomatic

An entire household is not required to self-isolate if a fellow housemate has been instructed to self-isolate AND is asymptomatic (see ‘Instructed to self-isolate AND asymptomatic - Actions’ for more detail). For example, if a fellow housemate has been instructed to self-isolate by NHS Test and Trace and is asymptomatic, only that non-vaccinated student is required to self-isolate and not the entire household.

3. Length of isolation period when multiple positives emerge within the same household

As explained above, a COVID-positive student must self-isolate for ten days from confirmation of infection (or seven days if producing 2 LFD tests), and the other non-vaccinated residents of that household for 10 days from the same date. The isolation period remains unchanged for non-symptomatic students, should further positives be confirmed within that 10 day-period.

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2 Including anybody in a support bubble with your household
## D: Rules and guidance for the quarantine and isolation period

**Checklist**

| ✓ | Stay inside your room  
Quarantine  
For the duration of your quarantine, you must remain in your room at all times, except to use your designated bathroom/toilet and kitchen facilities, or in order to take up to two hours of exercise per day (see exercise provision in ‘Shared Facilities’ section below).  
Symptomatic or COVID positive  
Those in household isolation who are symptomatic or COVID positive must stay inside their room at all times except to use their designated bathroom/toilet and kitchen facilities. They must clean surfaces and utensils after use and only use the shared facilities alone, see ‘Shared Facilities’ section.  
Asymptomatic or COVID negative  
Unvaccinated members in household isolation who are asymptomatic or COVID negative may leave their rooms to use household shared facilities or to access the gardens for exercise (see access rules in ‘Shared Facilities’ section). In addition, asymptomatic or COVID negative students, who find complete isolation too much to bear, can, as a matter of individual risk assessment, choose to meet with other asymptomatic household members in their rooms by taking appropriate precautionary measures such as 2m social distancing, mask wearing, windows open for ventilation etc. |
| ✓ | No visitors  
No visitors are permitted |
| ✓ | Shared facilities  
It is suggested that shared facilities are used by only one household member at a time, including those who are in quarantine, asymptomatic or COVID negative. Those who are COVID positive or symptomatic must use the shared facilities alone.  
Only use the communal kitchen to prepare breakfast or quick meals, wearing a face mask throughout.  
Shared facilities must be cleaned after each individual use. Specifically, when using the kitchen, utensils should be cleaned and put away, and surfaces cleaned. |
| ✓ | Outside exercise / Access to the College gardens  
*Anyone with COVID symptoms or a positive result is unable to go outside for the duration of their isolation*  
Residents of main site College who are in quarantine or isolating as contacts, may use the College Gardens for fresh air and exercise. Students quarantining or isolating in College |
accommodation elsewhere, may not use the College gardens and should only use the
gardens of their accommodation.

When accessing College gardens, please follow the guidelines below:

- Access can take place between 10am -12 noon and 3-5pm every day of the
  week.
- This exercise must be done alone, in the Fellows gardens beyond the archway
  at the far end of Cloister Court.
- The shortest route possible to walk directly to the gardens must be used, and
  face masks must be worn at all times until reaching the gardens.
- Stairs rather than the lifts should be used, with care taken to avoid touching
  surfaces, and only touching door handles as needed
- 2m social distancing must be respected at all times

✔ Face covering
You must wear a face mask outside your room, whether in your household’s shared
spaces (corridor, toilet and kitchen), on your way to and from the garden.

✔ Catering
In addition to food shopping done in town or online by a friend or housemate on your
behalf, College cafeteria will also be open for take away food. Disposable containers and
cutlery should go into your general waste. Please contact the Catering Team if you would
like information about making a food order.

✔ Cleaning
Cleaning supplies will be left outside the bathroom and kitchen areas for you to use to
clean all surfaces you have been in contact with after every use. Additional supplies
should be requested from the Accommodation Department.

✔ Store your waste
1. If symptomatic or COVID positive: At the end of each day, please double bag, tie up
   and label date of closure of your waste, but store this in your room for a further 72
   hours. At the end of the 72 hours, please add to the kitchen waste or if not using the
   kitchen during your isolation, put outside your door and ask a housemate to add to the
   kitchen waste for you.
2. If asymptomatic: At the end of each day, please double bag any waste in your central
   kitchen bin (you can add in your waste from your room).
3. You must store this closed bag for 72 hours within your household before it can
   be collected.
4. Write the date of closure on the bag – this will need to remain visible (NB you may
   need to use sellotape to stick on a piece of paper, or insert a slip of paper with date on
   as you tie the top of the second bag).

In College hostels, the household waste should also be stored as above for 72 hours
before being placed in the appropriate bin.

✔ No direct access to laundry facilities
You will be unable to use any laundry facilities outside of your household during your
quarantine or isolation. If needed you can request College bed linen and towels through
the Accommodation Department. You should retain all used bed linen in your room until
the end of your quarantine or self-isolation period. Detergent for hand washing clothes is
also available on request from the Accommodation Department.
### At end of quarantine and self-isolation

The Accommodation Department will provide you with red bin liners in which you should put the college linen provided to you whilst in quarantine/isolation. Use two to three bags as they are not very strong. Keep the red bags in your room for three days and when this time period has passed, please contact Housekeeping for direction on where to place the bags outside your household.

### Library books

While in quarantine or self-isolating, you should not arrange for any of your library books to be returned. When your period of quarantine or self-isolation ends, you should retain the books you have on loan for at least a further 3 days, even if you have finished with them.

You should immediately contact the relevant library if:

- You need to obtain books, whether they need to be fetched from the shelves or bought for the Library;
- You receive a due date reminder, and find that you cannot renew the book on iDiscover;
- You receive a recall request asking you to return a book you have on loan because someone else needs it.

In each case, contacting the library promptly will enable staff to make a quick adjustment to the system and avoid significant delays and bother.

If you would like the UL to subscribe to an electronic book, you can fill in an online request form.

If you have any concerns or questions about library matters, you can email Sidney Library staff.

### In the event of an emergency

You must follow the standard building evacuation procedure immediately (wearing a face covering) and should aim to remain at least 2 metres distant from all other people throughout the evacuation. Avoid direct hand contact with anything outside your room.

### Well-being and Pastoral support

The student union, both the undergraduate JCR and the postgraduate MCR, are especially sensitive to the need of supporting their peers during quarantine or self-isolation, and you will find them both proactive in reaching out to you and eager to respond if contacted. Your Tutor and other members of the Tutorial and Pastoral Team are equally available, and one of them will be in touch early in your quarantine to check you are okay, and to discuss with you how to make the quarantine period as easy as possible; and the University COVID-19 pages on wellbeing also offer useful advice.
E: Resident Fellows or Associates (isolation procedure)

Actions required by Resident Fellows (and any household members) who are symptomatic, have tested COVID-positive, or have been instructed to self-isolate

If you are asymptomatic and test positive with a LFD test you do not need to take a confirmatory PCR test to confirm you have COVID-19, however immediate self-isolation will still apply.

1. Fill in the [Sidney Sussex COVID-19 notification form] immediately when entering self-isolation. You must fill in the [University's COVID monitoring form] as soon as possible. Contact NotifyHealth@sid.cam.ac.uk if you require assistance from the College at any stage.

2. The College will soon make contact via email once you have filled in the Sidney Sussex COVID-19 notification form. The College will check that you have everything you need for the isolation period and will arrange for appropriate signage to be delivered to the household. The household is collectively responsible for displaying the signage in the appropriate locations (outer door of room, bathroom and kitchen). See example signage at the end of this protocol.

3. If you are symptomatic and/or have tested COVID-positive, you must self-isolate for ten full days from the date of first symptoms or the swab date of the positive test. Household members must also isolate for ten full days unless they have been fully vaccinated from the date of first symptoms or the swab date of the positive test. The reverse will apply if a member of your household is symptomatic and/or tests positive (ie they must self-isolate for ten days and you must also self-isolate for ten days). It will be possible to end self-isolation after 5 days following 2 negative LFD tests taken on consecutive days, you should not take an LFD before the fifth day of your self-isolation.

4. Unvaccinated members of the household who are instructed to self-isolate and are asymptomatic, you must self-isolate for ten full days from the date you were asked to self-isolate. Members of your household do not also need to self-isolate in this situation unless you receive a positive test or become asymptomatic.

5. If you become symptomatic (a high temperature, a new, continuous cough, a loss or change to your sense of smell or taste) you should immediately arrange to be tested by following the guidance outlined in the University’s Stay Safe Campaign. Please do not hide any symptoms which might be COVID-19.

6. You should keep the College and University updated with any changes to your status (whether you become symptomatic OR you have received a test result) by resubmitting in [Sidney Sussex COVID-19 notification form] AND updating the [University's COVID monitoring form].
F: College Staff and contact information

Staff will not enter your household during the isolation period where there is at least one COVID-positive and/or symptomatic student unless there is an emergency (e.g. plumbing issues). In all other cases, staff will enter shared kitchens or bathrooms wearing PPE.

Emergency evacuations should follow standard procedure, while wearing a mask (if at all possible) and maintaining social-distance.

Contacts

Any queries or concerns please ring or email:
- College COVID-19 response team: notifyhealth@sid.cam.ac.uk
- Porters’ Lodge: 01223 (3) 38800 porters@sid.cam.ac.uk
- Head of Accommodation: 01223 (3) 38880 headofaccommodation@sid.cam.ac.uk
- Tutorial Office: tutorial@sid.cam.ac.uk
- College Nurse: nurse@sid.cam.ac.uk
- Domestic Bursar: domesticbursar@sid.cam.ac.uk

Further key information is regularly updated on the:
- UK Government’s quarantine and self-isolation advice web pages
- University’s COVID-19 Information for Students Arriving from Abroad pages
- College’s COVID-19 (Support and Information) Moodle pages
### G: Policy Revision History

#### Revisions

<table>
<thead>
<tr>
<th>Version</th>
<th>Author</th>
<th>Summary of changes</th>
<th>Review date</th>
</tr>
</thead>
</table>
| 7       | Registrar/Nurse | • p4 What you can do to help yourself get better section — NHS advice link added  
• p6 Length of isolation period when multiple positives emerge within the same household — clarification re rules has been added  
• p6 and 7 Rules: ‘Stay in Your Room’ and ‘Shared facilities’ sections — clarification provided that isolating but asymptomatic household members may visit one another’s rooms but it is a case for individual risk assessment. Sentence added about considering how can support a housemate who is COVID positive or symptomatic and confined to their room  
• p7 Rules: ‘Shared facilities’ section — new rules added on access to college gardens whilst in isolation  
• p7 Rules: ‘Store of waste’ section — rule added that if symptomatic or COVID, should double bag, tie up, and label date of closure of waste and store in own room for 72 hours before putting outside door and asking a housemate to add to the central kitchen bin  
• p8 Rules: ‘No direct access to laundry facilities’ section — additional information added as to ability to request bed linen and towels from Accommodation Department, as well as detergent for hand washing clothes. Instruction that must retain all used bed linen in room until end of self-isolation, and instruction on what to do with it at end of isolation period. Also added that at end of self-isolation, if symptomatic and/or COVID positive, you must not use a shared laundry facility for a further 72 hours after your isolation period has ended.  
• P8 Rules: Guidance added as to what to do with library books (either in possession or needed) whilst in isolation | 04.11.20 WG-Ops |
| 8       | COVID coordinator | All below rules where 15 days of self-isolation is required has now changed to 10 days as follows:  
• P6 Rules: Actions for students who are instructed to self-isolate AND are asymptomatic. Where one or more members of the household has been instructed to self-isolate AND is asymptomatic.  
• P7 Rules: Length of isolation period when multiple positives emerge within the same household.  
• P10 Rules: Resident Fellows or Associates (isolation procedure)  
• P11: Flowchart | 13.01.21 WG-Ops |
<p>| 9       | Registrar | Change to outside exercise provision for those in quarantine and isolation — made the same for both groups p10 | 20.01.21 WG-Ops |
| 10      | Registrar | Updated section A in view of introduction of red list countries and different procedure on arrival from these countries | 02/02/21 |
| 11      | COVID coordinator | Updated section A in view of introduction of the new ‘traffic light system’ for overseas arrivals. | 13/05/21 |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>COVID Coordinator</th>
<th>Update</th>
</tr>
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<tbody>
<tr>
<td>14/07/21</td>
<td></td>
<td>Updated section A in view of no longer required to self-isolate if instructed to do so due to close contact.</td>
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<tr>
<td>16/08/21</td>
<td></td>
<td>- Updated section A point 2. Travellers who have been fully vaccinated by vaccine approved bodies are not required to quarantine.</td>
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<td></td>
<td></td>
<td>- Updated section B. household members/ close contacts who have not been fully vaccinated are still required to isolate.</td>
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<td></td>
<td></td>
<td>- Updated section E, as above</td>
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<tr>
<td>14/09/21</td>
<td></td>
<td>Updated section A, point G. Collecting your key and quarantine pack on arrival.</td>
</tr>
<tr>
<td>14/09/21</td>
<td></td>
<td>Updated section A, point G. Collecting your key and quarantine pack on arrival.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Updated section B. household members/ close contacts who have not been fully vaccinated or vaccinated outside the UK programme will be required to self-isolate for 10 days.</td>
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<td>- Updated section C, as above</td>
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<td></td>
<td>- Updated section E, as above</td>
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<tr>
<td>01/12/21</td>
<td></td>
<td>Update Section A, Point 1. No longer uses traffic light system and replace with a simplified travel guide.</td>
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<tr>
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<td></td>
<td>- Update Section A, Point 2. Changes to ‘How long does quarantine last’, removed reference to the traffic light system.</td>
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<tr>
<td>20/12/21</td>
<td></td>
<td>Updated to reflect Government guidance as at 20/12/21 as above. Section A, point g, no longer quarantine support available through notifyhealth, students to seek support from fellow student residents.</td>
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<tr>
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<td></td>
<td>Section B, only non-vaccinated members of a household are required to isolate along with the positive/or symptomatic member.</td>
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<td>Section B, fully vaccinated members of a positive/symptomatic household are advised to take lateral flow tests for seven days.</td>
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<tr>
<td>05/01/22</td>
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<td>Updated to reflect Government guidance as at 05/05/2022. Section B, C and E updates to ten days of isolation can end after seven days following 2 negative LFD tests taken 24 hours apart.</td>
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<tr>
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<td></td>
<td>Section D. Changes to Catering to reflect Christmas holiday opening times.</td>
</tr>
<tr>
<td>11/01/22</td>
<td></td>
<td>Updated to reflect Government guidance as at 11/01/2022. Section B and E – people with a positive LFD test are no longer required to take a confirmatory PCR test</td>
</tr>
</tbody>
</table>
| 19 | COVID Coordinator | • Section B,C and E updates to ten days of isolation can end after five days following 2 negative LFT tests  
• Page 5 – Catering updated – full service in operation | 24/01/2022 |
H: Room notices

See the three examples on the following pages.
QUARANTINE
BEDROOM NOTICE

The student in this room has returned to the UK and must quarantine for a period of 10 days (or 2 days if fully vaccinated and has received a negative test result after 48 hours of arrival)

STAFF: DO NOT ENTER

from
Please fill in the date: ....................
to
Please fill in the date: ....................
(= 10 days)
KITCHEN NOTICE

This facility is being used by students who have returned to the UK and are quarantining for a period of 10 days (or 2 days if fully vaccinated and has received a negative test result after 48 hours of arrival).

OPERATIONAL STAFF SHOULD ENTER WITH CAUTION

Main college site residents please leave any full rubbish bags outside the kitchen door. College Hostel residents please take directly to the outside bins.

THOSE RESIDENTS IN QUARANTINE: WEAR A MASK WHEN IN THIS AREA.
EVERYONE USING THESE FACILITIES: CLEAN THEM BEFORE AND AFTER USE.

from
Please fill in the date: .........................

to
Please fill in the date: .........................
(= 10 days)
QUARANTINE BATHROOM NOTICE

This facility is being used by students who have returned to the UK and are quarantining for a period of 10 days (or 2 days if fully vaccinated and has received a negative test result after 48 hours of arrival).

OPERATIONAL STAFF SHOULD ENTER WITH CAUTION

EVERYONE USING THESE FACILITIES MUST CLEAN THEM BEFORE AND AFTER USE.

from
Please fill in the date: ....................
to
Please fill in the date: ....................
(= 10 days)