

Protocol for visitors and guests

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With continued risk of COVID infections, particularly with influx of students into Cambridge for Michaelmas Term, access by visitors and guests¹ to Sidney Sussex College remains subject to some restrictions.

The College is adopting a risk assessment based approach, and keeps its COVID protocols under regular review to ensure restrictions applicable within it are appropriate to the collegiate setting, proportionate, and in line with Government and University guidance: please consult <https://www.sid.cam.ac.uk/about-sidney/published-information/college-policies-protocols-and-statements> for the current version of this and other COVID-Protocols.

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¹ "Visitors and guests" refers to any individual who is seeking to visit the College and is not a current Sidney student, Fellow, other academic staff member, or staff member.



1. Introduction

COVID-related College rules and guidance (“Covid Protocols”) aim to protect the health and safety of our members and of the wider community by reducing the risk of transmission. They are readily accessible from the [College website](#), and are based upon, and interpreted in the light of [Government COVID-19 guidance](#) and [University COVID-19 guidance](#).

2. Guidelines for all visitors and guests

Anyone intending to visit the College must adhere to the following guidelines for the duration of the visit.

- The College remains closed to the general public in an effort to reduce transmission and keep our College community and the wider community as safe as possible. There should be a permitted reason (as set out in this protocol) for visiting the College.
- Please do not visit the College if you are showing any signs of COVID infection, or have had a positive test result, whether a Lateral Flow Test or a PCR test.
- The College encourages visitors and guests to College to take a Lateral Flow test before visiting, if they are not already part of a regular testing programme.
- All those present should take note of the signage in College and follow any guidelines as necessary.
- All visitors and guests should sanitise their hands using the dispenser provided outside the Porters’ Lodge before entry, and in other locations around the College site where a dispenser has been provided.
- All visitors and guests should follow the College’s [face coverings protocol](#) (unless exempt), in particular wearing a face covering in shared communal areas indoors, including the Porters’ Lodge.

3. Visits for undergraduate supervisions

Students from other Colleges may visit for undergraduate supervisions. Please see separate supervision policy for more details.

4. Visitors for other academic- or business-related reasons in College

Visits are permissible in specific circumstances. Please review the information outlined below for more detail.

4.1. College-related business

Visits for College-related operational work purposes are permitted provided they have been pre-approved by the Domestic Bursar (e.g. contractors relating to building works).

4.2. College facilities (e.g. library, chapel, cafeteria, gardens)

College facilities are generally restricted to use by current Sidney members only and their guests. For the library please note that external guests are permitted by agreement in advance with Library staff (Library@sid.cam.ac.uk). If for some reason Library staff cannot be consulted (e.g. a



student wishing to study in the Library with their guest at the weekend) then the matter should be decided by the Porters. Members of the public are permitted to attend services and music events in Chapel but must abide by current Government guidance on isolation when they or a member of their household displays Covid symptoms, and must wear face coverings and practise 1m+ social distancing where possible.

4.3. Archives

The college archives are housed in the Muniment Room. Visits to be agreed with the Archivist (Archivist@sid.cama.cuk) in advance.

5. Visits from prospective students

Prospective students may arrange to visit the College and should refer to the guidelines below. Please note that a virtual tour of College is available on the [Sidney Sussex YouTube channel](#).

- You must book a ticket for your visit to Sidney on Eventbrite (see link [here](#)) at least one hour in advance of your visit. There is no charge for using Eventbrite, or for a ticket to visit the College.
- You can choose to visit at any time between 10am and 4pm on the day of your ticket, but you should spend no longer than an hour on the College site.
- Please show your ticket at the Porters' Lodge on arrival. You may collect a College map, and guided tour sheet if available.
- Visits are limited to 'household' groups only, or a socially distanced group of no more than six individuals. Only one ticket per group is required, which should be completed by the prospective applicant.
- Access is limited to the grounds only. There is no access to any College buildings.
- If, following your visit, you would like to make an appointment to discuss any questions with the Admissions team, we would be delighted to arrange it. Please contact either the Undergraduate Admissions Office (admissions@sid.cam.ac.uk), or the Postgraduate Office (graduateoffice@sid.cam.ac.uk), depending on whether you will be applying for undergraduate or postgraduate study.

6. Visitors and guests to student households within College

Inter-household social visits are generally allowed in line with normal College procedures with regards to gaining prior permission for gatherings of 6 or more. Please take into consideration the following points:

- students should be mindful of concerns that their fellow household members may have relating to visitors and increased risk of infection and consequent isolation;
- students should aim to meet friends from other Colleges or Sidney households outside wherever possible;
- No social visitors are allowed when any household resident is isolating as a result of COVID symptoms or a positive test result, or as a result of close contact (and is not exempt from self-isolation).



7. Conference guests and events

Guests are permitted for guest room bookings, including bed and breakfast, conferences and events as arranged through the Conference Office.