

## URI Hillel COVID-19 Guidelines and Protocols

Considering the challenging times in which we find ourselves, URI Hillel stands firm in the conviction that the most important thing to our organization is the emotional, physical and psychological health and safety of each and every one of our students, staff, friends and supporters. We remain committed to continue building and strengthening our Hillel community in any way we can, providing meaningful Jewish experiences, building Jewish memories, and enhancing Jewish pride.

The following document represents the suggested URI Hillel organizational strategies, protocols and guidelines regarding our return to and use of the Hillel Facility. URI Hillel will continuously consult university, local, state, and federal guidelines to establish new or updated COVID19 responses and/or Hillel protocols. We remain committed to making scientific and data-driven decisions in the creation and updating of this document.

Along with considerations around safety, security, health and welfare, we are also guided by Jewish values:

**Pikuah Nefesh** (Saving a life): The primacy of human life is a fundamental principle of Jewish law. At all times we must balance any efforts to reopen or resume operations with the obligation to preserve life.

**Kol Yisrael Arevim Zeh BaZeh** (all Israel are responsible for one another-Talmud Shevuot 39a) and **Lo Ta'amod Al Dam Re'echa** (Don't stand idly by your friend's blood (being shed)- Leviticus 19:16): We are all responsible for making choices that do not harm one another's health, wittingly or unwittingly. Requiring mask-wearing, social distancing, and regular sanitizing of hands from all community members when engaged in Hillel activities is our best way of understanding our interconnectedness and showing care and concern for each other.

**Dina D'Malchuta Dina** (The law of the local authority is the law-Talmudic principle): As campuses formulate guidelines and principles regarding safe return to campus, we, as indispensable university partners, are bound to reiterate and uphold the rules put in place by our administrations.

**V'Asita Ma'akeh L'Gagecha** (Make a parapet about your roof- Deut. 22:8): The Rabbis interpreted this phrase to mean that we must ensure reasonable safeguards to physical being in our homes and communal spaces. We need to take care to examine all the details of how our spaces are utilized - including cleaning regimens, when and how spaces are used, safe ways to provide food, restrooms, provision of sanitizer and masks, HVAC systems, and other considerations - as we consider whether and how to open Hillel spaces to student use if allowed under university guidelines.

**Sh'mor Nafsh'cha Me'od** (Watch yourself scrupulously-Deut 4:9): We need to take care of ourselves, taking adequate measures always to safeguard ourselves from harm. Hillel staff should look to limit their exposure and take precautions to avoid getting sick themselves and/or transmitting the virus to our loved ones. We also need to make sure we are sleeping, eating, and hydrating to ensure our own health through the stress and fatigue we are experiencing, and engaging in ways of self-care that allow us to be present.

**Hesed** (Profound Love and Kindness): With many people feeling anxious, lonely, distanced or at risk, we must be guided in our actions with these factors in mind.

## 1. BUILDING PROTOCOLS

- a. Entrance and exit to the building will be limited to the front door. Staff may use the back door(s) to access the patio, but students and visitors should enter the patio from the outside.
- b. The following signage will be posted in appropriate locations around the building:
  - Signs indicating what entrances are closed
  - Face coverings (masks) required
  - Health check required before entry
  - Modified capacity signs for each room
  - Maintain Social Distancing
  - Wipe down surfaces before and after using
  - Wash hands for 20 seconds (in restrooms)
  - Use hand sanitizer or wash hands with soap and water before touching common use items
  - Restrooms are now All Gender and use is limited to one person at a time
  - Furniture to be moved only with approval of staff
  - Signs highlighting aforementioned Jewish values
- c. The entry doors will remain locked. Visitors (students and others) must ring the bell to be admitted and will be admitted one at a time by a staff member provided both are wearing a mask. If visitors do not have a mask, one will be provided to them.
- d. Prior to entry, all students/guests may be subject to a “touchless temperature evaluation” by way of an infrared thermometer. The maximum temperature allowed for entry is 100.3 degrees Fahrenheit or 38 degrees Celsius, (as established by the CDC).
- e. Visitors must complete and pass URI’s daily health self-assessment and show verification to the staff person letting them in. If they have not taken the self-assessment, they must answer a staff administered questionnaire (see appendix A) before advancing from the vestibule.
- f. For contact tracing purposes, visitors must furnish their name and cell phone number which will be kept in a daily log.
- g. Students and visitors must wear a face covering that covers their nose and mouth, at all times when they are in the Hillel building or on the Hillel premises. If visitors do not have face coverings, Hillel will provide them with one. Anyone who refuses to wear a mask will be denied entry to the building.
- h. Hand sanitizer will be available in the vestibule, on the reception desk, and in each room in the building.
- i. Disinfecting wipes and/or spray and paper towels will be available in all rooms
- j. A plexiglass shield will be installed on the front reception desk
- k. Couches, loveseats, ping pong table, and foosball table will be cordoned off and not in use
- l. Water fountain (bubbler) will be covered and marked “out of service”
- m. Modified capacity will be determined for each room based on how many people can use the space simultaneously while remaining six feet apart given the configuration of the room’s furnishings. Signage indicating modified capacity will be posted in each room.
- n. Ultraviolet air purifiers will be installed in the HVAC system

If a staff member or visitor to Hillel begins showing symptoms of COVID-19 or tests positive, URI Health Services will be alerted and instructions they give will be followed.

## **DAILY HOUSEKEEPING PLAN**

- a. At the beginning and the end of each day, and periodically throughout the day depending on building traffic, an assigned staff member will wipe down all high touch areas with disinfectant including door handles, drawer and cabinet handles, countertops, light switches, tabletops, telephone receivers, thermostats, microwave, refrigerator handles, faucets, flushers, soap and paper towel dispensers.
- b. Hand sanitizer will be checked and refilled as needed
- c. Upholstered furniture will be sprayed with disinfectant after use

## **CLEANING SERVICE**

- a. Cleaning service cleans and disinfects the building twice a week. Additional cleanings will be scheduled as warranted.
- b. Cleaning service uses CDC approved disinfectants

## **KITCHENETTE**

- a. Refrigerator and microwave will remain in use, but all other appliances will be removed (coffee pot, toaster)
- b. All snacks must be individually wrapped. Sign: Please wash hands or use hand sanitizer before taking a snack
- c. There will be designated areas for the snacks and all other drawers and cupboards will be marked FOR STAFF USE ONLY
- d. Disinfectant wipes will be provided in the kitchenette and users will be advised by signage to wipe down surfaces before and after use.
- e. Food kept in the kitchenette fridge must be wrapped well and labeled with the owner's name. Hillel reserves the right to throw out food that is in the fridge for more than one week or that is spoiled.

## **RESTROOMS**

- a. All genders may use either restroom, but restrooms will be limited to one person at a time
- b. Sign on restroom doors: Restroom limited to one guest at a time. Please if stall is occupied, please wait in the designated area.
- c. Handwashing instructions will be posted by sinks
- d. Disinfectant spray and/or wipes will be available in each restroom and users will be directed by signage to spray or wipe down surfaces before and after use.
- e. Sign: Do not flush wipes or paper towels down the toilet

## **STAFF OFFICES**

- a. Staff offices are limited to one occupant at a time
- b. Each staff member is responsible for keeping his/her office sanitary (see Section 2g)

## **LOUNGE, SOCIAL HALL, LIBRARY**

- a. Individual seating only
- b. Furniture may be moved only with approval of staff
- c. All individuals must apply hand sanitizer before sitting down

- d. Seating at tables limited to 2, one on each end.
- e. Disinfectant wipes will be provided in each room and users will be advised by signage to wipe down tables before and after use.
- f. All individuals must apply hand sanitizer before touching any books in the library
- g. Upholstered furniture will be sprayed with disinfectant after use

## **MAIN KITCHEN**

- a. Use of the kitchen must be authorized by Hillel professional staff
- b. Hillel professional and student staff will be trained in basic Food Safety and someone with that training must be present in the kitchen and adhere to and enforce food safety protocols when food preparation is taking place
- c. Anyone entering the kitchen must wear a face covering
- d. Gloves must be worn during any food preparation and changed as needed.
- e. After each time the kitchen is used for food preparation, the user or a designee must clean and disinfect the countertops and sinks, wipe down oven and refrigerator door handles, and take the garbage out to the outside dumpster.
- f. The professional cleaning service will clean and disinfect the kitchen at least twice a week

## **2. STAFF**

- a. Hillel's professional and student staff must complete and pass URI's daily health self-assessment electronic questionnaire in order to enter the Hillel facility.
- b. Employees must stay home if they are showing any CDC listed symptoms of COVID-19 or if any person living in the same residence is ill with COVID-19 symptoms.
- c. Upon entry to Hillel every employee will wash hands with soap and water for at least 20 seconds or apply hand sanitizer. Frequent hand washing is encouraged throughout the day.
- d. Face masks that cover the nose and mouth must be worn upon entry to the building, and in all common areas including restrooms. Professional staff is not required to wear a mask while alone in their own office.
- e. Staff must practice social distancing, staying at least six feet away from other individuals.
- f. Staff should practice respiratory etiquette, including covering coughs and sneezes using tissues, or the inside of their elbow. Hands should be washed or sanitized with hand sanitizer following coughing or sneezing.
- g. Staff should engage in individual housekeeping practices, including routine and frequent cleaning and disinfecting of their workspace, desktops, keyboards, and telephones daily.
- h. All out-of-state travel must have executive/management approval in advance. If an employee travels out of state, State of Rhode Island regulations must be followed in order for the employee to return to the workplace.

### **3. STUDENT PROGRAMMING**

A hybrid strategy for fall events and activities will offer virtual participation options to students. In person programming will primarily involve outdoor gatherings; limit the size of face-to-face interactions; and adhere to physical distancing guidelines.

Students will be required to make reservations for in-person programming.

Students are required to adhere to the URI Code of Conduct including the COVID-19 rules and guidelines.

All in person programs will end when Thanksgiving break commences. Virtual programming will take place for the remaining few weeks of the fall semester.

All food must be prepackaged, boxed, or individually plated. No food will be served in a “buffet style” setting.

All staff or student helpers handling food must wear a face mask and gloves.

#### **APPENDIX A-Assessment Questionnaire**

Have you been experiencing any of the following symptoms in the past three days that are NOT explained by allergies or a non-infectious cause (such as a chronic condition)?

- Fever
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Have you been directed to quarantine or isolate by the Rhode Island Department of Health (RIDOH) or a healthcare provider (URI Health Services, primary care provider, etc.)?

Have you been in close contact (less than 6 feet) with anyone with COVID-19 or symptoms of COVID-19 in the past 14 days?

Have you traveled anywhere outside the 50 United States in the past 14 days?

Have you traveled to Rhode Island for a non-work-related purpose from a location with a high community spread rate (see list maintained by the RIDOH at <https://health.ri.gov/covid>)?