Campus Access and Guest Policy

This interim policy is in place in response to the COVID-19 pandemic and may be revisited as public health conditions change.

To minimize the potential for vectoring and to support the health of the Haverford community and those with whom our community members interact, visitors to campus will be permitted on the Haverford College campus only as authorized guests. “Visitors” shall be understood as anyone who is not a Haverford or Bryn Mawr College employee or student participating in the Colleges’ formal COVID-19 testing programs, or a vendor or service-provider approved per the channels below. “Visitors” include but are not limited to family members, alumni, volunteers, prospective students, students learning remotely this semester, employees not participating in the Colleges’ COVID-19 testing programs, neighbors, or members of the general public. To be approved as an authorized “guest” to campus, any visit will need to be essential and to facilitate work that can be done in no other way.

Authorization of guests:

A. Guests supporting faculty teaching or research must be approved by the provost via EMS, for contact tracing purposes.
B. Guests supporting the work of an administrative division of the College must be approved by the applicable Senior Staff member or their designee via EMS, for contact tracing purposes.
C. Student organization requests for guests will be considered only in rare circumstances and must be directed to the Office of Student Engagement & Leadership.
D. Individual students will be permitted to have one Bi-Co guest at a time, per person, in their individual room. A “Bi-Co guest” is defined as a current Bryn Mawr or Haverford student who is registered for in-person learning for the current semester. Bi-Co guests should not spend time in common areas. All Bi-Co guests will be responsible for gaining access to residential buildings via their host. For the health and safety of the residential community, individual students will not be allowed to have guests from outside the Bi-Co before end-of-semester move-out, unless approved by their dean under emergency circumstances.
E. Through September 7, 2020 prospective students will be allowed onto campus, accompanied by immediate family members or no more than 4 other individuals, for self-guided tours in a vehicle or on foot; they may not enter any buildings. From September 8 through 20, access for prospective students is suspended while we begin the semester. We anticipate reopening the campus for prospective student visits as of Monday, September 21.
F. Residential faculty will not need administrative approval for guests, provided those visits are limited to their individual residence, but hosts must keep records of all guests for contact tracing purposes.
G. Delivery vehicles will be allowed regular entry, limited to their specific business.
H. Phebe Anna Thorne pick-up/drop-off vehicles will be allowed with drivers and other passengers required to stay in their vehicles.

I. Food delivery and rideshare vehicles will meet their campus customers at the *triangle between Barclay and Sharpless Hall*.

Guests must follow all applicable [CDC](https://www.cdc.gov) and public health guidelines, including Pennsylvania or other jurisdictional travel guidelines, including quarantines, before entering the Haverford campus. Guests must follow all [Haverford health protocols](https://www.haverford.edu) throughout their visit to campus. Faculty and staff hosts must register approved guests and their contact information via EMS in order for them to gain access to campus. Hosts must record all of the guest’s contacts with individuals on the Haverford campus in a contact journal.

To aid in making any determination about approved guests, the College will consider:

- Is the guest’s presence on campus required to fulfill a critical educational, business continuity, legal, or compliance obligation?
- Can the visit be postponed?
- Is there a substitute to an in-person visit such as virtual engagement?
- Can someone already approved to be on the Haverford campus perform the activity in lieu of the guest?
- Can the campus visit be accomplished safely and in compliance with local public health requirements, given health, community, and social conditions at Haverford?

Implementation notes:

- *Pedestrian gates to campus will remain closed.*
- *Campus Safety will be stationed at the Lancaster Ave gate, which will be the only point of vehicle entry, and will screen guests (based on guests’ registration or being in an excepted category), business deliveries, prospective students.*
- *Guests needing approval will be registered through EMS, which will generate the list of approved visits for Campus Safety.*
- *Admission will develop fuller visit protocol and welcome materials for prospective students.*
- *There will be specific guest registration processes to support student move-in and move-out at the beginning and end of the semester.*