

Covid-19 Campus Guide



General Information

Welcome Back!

As we begin our fall term and return to campus and a new normal, we want remind everyone of our plans, as well as the changes to policies and procedures. Please be assured that we are committed to the well-being of our community.

What WE are doing:

- Campus will be open for all Faculty, Emeriti, Members and Staff on September 1, 2021.
- The Institute requires trustees, faculty, staff, members, and all visitors to provide proof of having completed a COVID-19 vaccination before gaining on-campus access to offices, libraries, seminars, meetings, meals and other resources
- The required proof will show that individuals have completed an U.S. Food and Drug Administration (FDA) or World Health Organization (WHO) approved vaccination, including those authorized for emergency use.
- Faculty, Members and Staff are eligible to request an accommodation based on a medical exemption or profession of sincerely-held religious belief. Information on the Accommodation Policy for On-Campus Access and related forms can be found [here](#).

What YOU Must do When Campus Opens:

All faculty, staff, and members are to provide Proof of completed COVID-19 vaccination by September 20th

[Click here to upload your proof of vaccination](#)

Alternatively if not yet vaccinated must provide:

- A statement that they are not yet completely vaccinated but intend to be by September 20
- Application for a medical or religious accommodation, or
- A statement that they will not be vaccinated or seek accommodation and thereby fall outside the policy for on-campus access.

In addition...

- Stay home, or go home, if you or someone in your household is sick. Attend seminars remotely if not feeling well.
- Wear a face covering/mask if you are not fully vaccinated. Be courteous to others if requested to wear a mask.
- Wash your hands frequently, for a minimum of 20 seconds, at least 5 to 10 times a day.

What YOU Must do When Campus Opens:

- Do not enter the offices of others unless invited and be courteous and wear a mask if asked.
- Do not use phones, desks, offices or work tools and equipment belonging to others.
- Adhere to all IAS policies and practices, both general and Covid-19 related.
- Talk to HR if you have concerns specific to your circumstances, such as a health condition that places you or someone in your household at high risk.
- *Be kind. Understand that this is a stressful time for everyone, and an extra bit of kindness right now can go a long way.*

Scheduling appointments:

The following departments/services/facilities require an appointment

- Administrative Services
- Campus Activities
- Comptroller's Office
- Computing
- Historical Studies-Social Science Library
- Human Resources
- IAS Shuttle
- Mathematics-Natural Sciences Library
- Fitness Center

You can schedule an appointment through AppointmentPlus using this link

<https://www.ias.edu/appointments>

Frequently Asked Questions *continued*

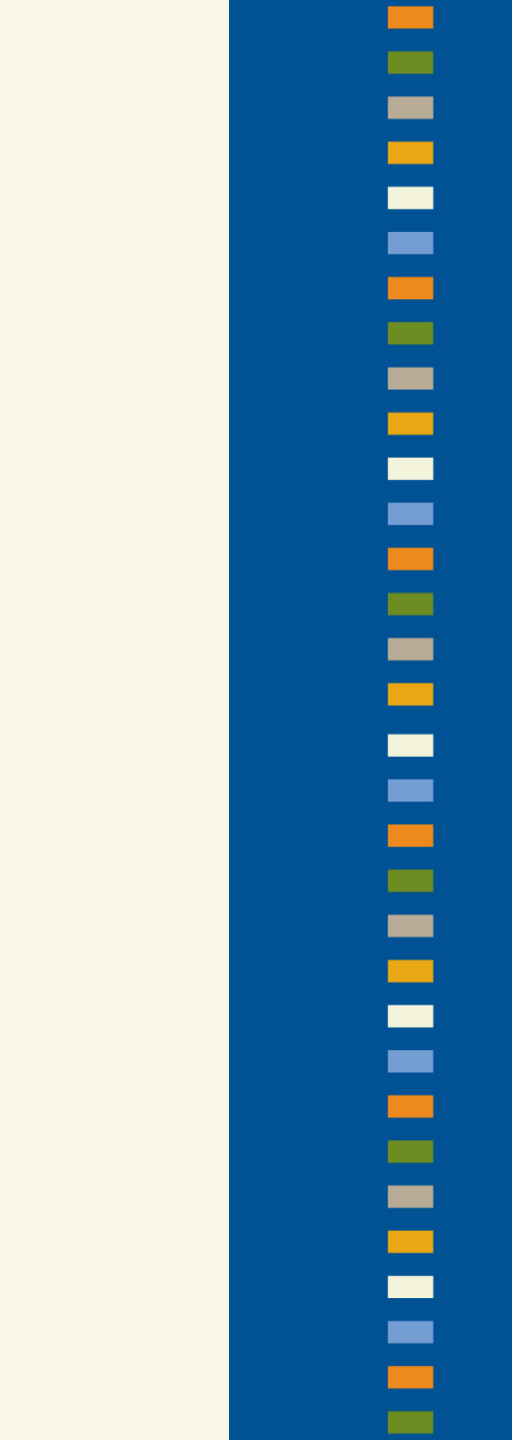
Will we continue to have in-person meetings?

We are planning on having meetings as close to normal as possible. Visitors coming from other institutions will need to provide proof of vaccination status in order to participate in person. Those who do not provide proof or are unvaccinated will be able to participate in seminars remotely if possible.

Do I have to wear a face mask/covering at work?

We require all individuals regardless of vaccination status to wear a mask in all public spaces other than private offices or when eating or drinking.





Frequently Asked Questions *continued*

Am I required to complete a health screening when reporting to work?

Effective September 1st, Faculty, Members and Staff will no longer be required to complete a health screening regarding COVID-19 symptoms and other related questions before coming to our campus. Please do not come to campus if you are not feeling well.

What should I do if I feel sick?

Individuals who feel ill should notify their supervisor and NOT report to work. If you are already on campus and begin to feel sick, notify your supervisor and go home immediately.