



CROMWELL COLLEGE

within The University of Queensland

18 March 2020

To the Cromwell College and Campus Lodge Communities

Thank you for your continued understanding, vigilance and patience. Our students and staff have shown maturity and understanding with the changes that I have mandated, along with the other recommendations that I have made to them. To date I am pleased to report that Cromwell College and Campus Lodge students and staff have no reported cases of COVID-19, nor symptoms. The two Catering Attendants who last week absented themselves from work as a precaution, have been medically cleared of any issues.

Further to the information, restrictions and recommendations detailed in the letters I sent you on 9 March and 16 March which all remain current, I now in addition advise the following.

We currently have 47 students who have elected to return home as a precaution due to the COVID-19 issue. This number increases hourly. The majority of the university is delivering online, and this afternoon QUT announced the same. I encourage all students still here, especially those living close to Brisbane to take the option of returning home while they can, if they have no real need to be here at the College.

I stress that students who elect to head home must advise me in writing and in person in advance of them heading home so records can be accurate. I also reiterate that a date to return from home to Cromwell cannot just be random, rather must be negotiated between the student and myself in advance in due course once the threat of COVID-19 has eased. This amongst other factors allows for an accurate calculation of fee remission.

For those students who currently have elected to remain at Cromwell, further restrictions are being implemented as of today to further protect people. These are mandatory and not optional. The ten Heads of Colleges have agreed that the intercollege sporting, cultural, social and community service programs be suspended until at least the end of the mid semester break. This includes all training and all rehearsals.

At Cromwell as of Thursday 19 March, we are implementing changes to the Dining Room operations to further promote social distancing.

1. There will be a maximum of 5 people permitted per dining room table and a spare chair is to be between each person on the table. *There are 20 tables to use.*
2. A maximum of 100 people will be permitted into the dining room at any one time.
3. There will be two sitting for lunch and dinner with specific corridors allocated to each sitting. This will be as below:
 - a. First Lunch 12pm – 12.40pm for corridors BB, TB, MB, LH, TN, BN, BH, BC
 - b. Cleaning Period 12.40pm – 12.50pm
 - c. Second Lunch 12.50pm – 1.30pm for corridors TT, BT, BD, MD, TD, MC, TC, TH, MH.
 - d. First Dinner 5.00pm – 5.40pm for corridors BB, TB, MB, LH, TN, BN, BH, BC

- e. Cleaning Period 5.40pm – 5.50pm
- f. Second Dinner 5.50pm – 6.30pm for corridors TT, BT, BD, MD, TD, MC, TC, TH, MH.
- g. The Dining Room Deck can be also be used for lunch and dinner providing there is a similar gap between people while eating, and corridors only eat there at their allocated times above

With summer past, any student or staff member who has flu or cold like symptoms must not enter the dining room area. Please let me know, and modified arrangements for meals will be made for those people. The corridor common rooms from this afternoon cannot be crowded with people. There must be an appropriate distance (1.5m) between people in these and other confined spaces such as the JCR, Lions' Den etc. Social distancing is to be applied in all areas of the Cromwell site for the protection of everyone. This is mandatory.

I continue to insist that everyone at Cromwell engages in safe hygiene. There is an abundance of sanitisers and other products to assist with this, along with your own personal products. As you will know from the information already displayed around the college, COVID-19 spreads through:

- 1. Coughing and sneezing
- 2. Close personal contact such as touching or shaking hands.
- 3. Touching an object or surface and then touching your mouth, nose or eyes before washing your hands.

You will have seen the information throughout the college detailing the signs and symptoms of COVID-19. In summary a person would have:

- 1. Fever
- 2. Cough
- 3. Sore Throat
- 4. Fatigue
- 5. Shortness of Breath and breathing difficulties

If you feel that you have all of these symptoms, please inform me immediately and I will assist you to find an Assessment Clinic. The Clinic will then discuss your symptoms, travel history and direct contacts with you to determine if you need to be tested for COVID-19. If you are tested, then Cromwell will treat you as a suspected case and you will be isolated at the College until your test results are known. If you are tested positive, then you and the College will follow the directions of Queensland Health.

The culture for years here at Cromwell promotes people looking out for each other. The current issue that we face is a good example of where a team approach can reap rewards for everyone. There is no "I" in TEAM. Everyone at Cromwell must do what is required to keep themselves and the whole community as protected as possible. Social responsibility as well as social distancing is very important at this time.

Thank you again for your support and please contact me directly with any questions or concerns.

Kind regards



Ross A. Switzer
PRINCIPAL