

Health & Safety Guidelines for Skidmore Club and Organization

In-Person Gatherings

Clubs will not be permitted to host in-person gatherings until their Health & Safety Coordinator has been identified, trained, and approved by the Office of Leadership Activities. Health and Safety Coordinator Trainings are tentatively planned for February 1st-February 14th.

No in-person gatherings will be permitted until February 15th, 2021 (Skidmore Alert Levels permitting).

College and State Guidelines for In-Person Gatherings

- Must wear a mask that covers the nose, mouth and chin
 - Must observe social distancing and stay at least 6 feet apart
 - New meeting room capacities must be strictly observed
 - Must clean meeting spaces prior to and after meeting
 - Skidmore's cleaning protocols are available in the "COVID-19 Health & Safety Guidelines" folder in the "Documents" section of the [Leadership Activities](#) SkidSync page.
 - All interactions at club meetings, events, and programs must be tracked using the **SkidSync Event Pass**. All Event Pass instructions and resources can be found in the "Documents" section of the [Leadership Activities](#) SkidSync page or on the [Leadership Activities Training Videos](#) webpage.
- All events will require prior approval, by the Office of Leadership Activities
 - **ALL** club events (virtual and in-person) must be submitted to SkidSync at least **2 weeks** in advance. In the past we've been generous with wiggle room around the 2 weeks, but we will not have that luxury this year (*especially* with in-person events). If your event is not submitted by the appropriate time or approved on SkidSync it **will not** happen. **Further sanctions for non-compliance with any of these Health and Safety Guidelines can be found at the end of this document.**
 - Other logistics to consider will be:
 - **Health & Safety Coordinator:** All clubs will be required to add a new position to the E-Board this year: "Health and Safety Coordinator." The idea is that the person or people in this role will attend every one of their club's meetings and/or events to ensure that Health and Safety Protocols are being met (track attendance with Events Pass, social distancing, mask wearing, safe food consumption, etc.). This role can be filled by any E-Board member and multiple E-Board members can take the training to fill the role. (Please see **Health & Safety Coordinator Position Description**).

- **Space:** Space is always at a premium on our campus, but this will be especially true this year. Many of the rooms clubs typically use for rehearsals, performances, meetings, etc. are being reimagined for classroom space (including Filene, Falstaff's, Dance Studios and the Chapel). This means that rooms may no longer be available for club use and/or may have new capacity restrictions. Be prepared to plan ahead (spaces will still be reservable on EMS) and to have back up plans if the space you want is not available. **Tents will not be available in the Spring 2021 semester.**

- **Food:** We know how vital food can be to club activities. It's not just a free treat - it contributes to community building, sharing meaningful traditions, and so much more. However, clubs will need to rethink events that traditionally rely on serving food as one of the main attractions (or at all). Food *may* be permitted beginning on March 1 (Skidmore Alert Levels permitting) IF certain strict health and safety protocols are followed including not using any shared food and minimizing time without masks. (Please see **Club Food Guidelines** for more details).

- **Travel: Non-essential and non-emergency travel are not permitted.** All SGA and OLA sponsored, off-campus travel will be suspended for the Spring 2021 semester. If you feel that you need permission to travel off-campus in an official club or office sponsored capacity, please contact the Office of Leadership Activities.

- **Tabling:** Clubs may still reserve tables using the EMS room reservation system beginning on February 15th (Skidmore Alert Levels permitting). Only **one (1)** person will be permitted to staff the table at any given time. Clubs *may* provide pre-approved, non-food items as giveaways (i.e. Free Condom Friday) in a controlled and safe manner. Passing students can step up to the table to take a giveaway, but **if they touch it, they take it.** Clubs must have a plan in place to prevent crowding at the table. Before your tabling event is approved, Leadership Activities will be following up to confirm you have a plan in place. Crowd control methods may include:
 - additional signage,
 - detailed instructions for visitors on the SkidSync event description, or
 - depending on the tabling activity, scheduling pick-ups in advance.

Compliance

As always, all students are expected to abide by guidelines as outlined here and in the [Skidmore Student Handbook](#). If it comes to the attention of the Office of Leadership Activities that club-hosted, in-person gatherings are not in compliance with the above* guidelines we reserve the right to decide, case by case, on the following sanctions:

1. One on one conversation with the Office of Leadership Activities about the consequences of non-compliance and the future of the club.
2. Suspension of all club activity, including a “Frozen” SkidSync account, for *at least* the duration of the Spring 2021 semester.
3. Referral to Conduct for possible additional sanctions as outlined in the Student Handbook.

*Club Sports and Performance Clubs will also be held to the additional protocols outlined in accompanying documents due to the nature of their typical activities and those activities’ connection to the spread of COVID-19.

Please note that all guidelines are subject to change at any point in the semester. If there are any changes as we move forward, the Office of Leadership Activities will share those updates with clubs as promptly as possible.