

All Together

Saint Mary's College

Spring 2021

Guidelines for the Winter Wonderland Tent

The Winter Wonderland tent on the Library Green is a welcomed and valued resource for students. The space will serve a number of student needs such as

- Overflow space for students during lunch
- Graduate and commuter students lunch space
- Study space
- Hangout space
- Event space for club events in the early afternoon and evening

The tent will be open daily from 11 a.m. - 10 p.m. All activities will be approved by Student Affairs in collaboration with Campus and Community Events (CCE).

LUNCH

- The tent will be open for lunch Monday - Friday from 11 a.m. - 2 p.m. and will follow all health and safety protocols required in a dining space.
- The maximum capacity is 75 for lunch, based on seating capacity. Students are not allowed to remain in the space to eat if there are no chairs available.
- Tables and chairs cannot be moved under any circumstance as they are set according to safe distancing guidelines.
- Commuters, graduate students, faculty, and staff may use the tent during lunch as well.
- The tent will be monitored by Campus Safety and CCE during the first two weeks of operation. After this time a decision will be made as to the need for future monitoring.
- Following lunch, the trash will be removed and the tables will be wiped down with sanitary disinfectant by Campus Dining.

LOUNGE/EVENT SPACE

- The tent will serve as a lounge and event space for students seven days a week from 2 p.m. through 10 p.m.
- The maximum capacity for lounge space is 75 students.
- Tables and chairs cannot be moved under any circumstance as they are set according to safe distancing guidelines.
- The tent may be reserved for sanctioned student events through the Office of Student Involvement, which coordinates with Campus and Community events. All events have a capacity limit as outlined in the State of Indiana. **As of February 9, 2021, the capacity**

is 50 people. Any event larger than 50 people must be approved by the College COVID Response Team and submitted to the State of Indiana for approval.

- Any scheduled/approved event must have a student organization advisor/designee. The advisor, along with the students, are responsible for upholding College protocol for health and safety.
- Events that include meals must be approved by Student Affairs. Only in rare circumstances will event meals be approved. In such cases, the students will only be able to remove their mask when they eat. After they eat they will be required to put their mask back on. Distance protocols must be observed at all times.
- Campus Safety, CCE and other departments will monitor the space when events are not taking place, with support from the Office of Mission.

LOGISTICS

- Student organization advisor/designee are required for any scheduled event.
- The Office of Student Involvement and CCE will be responsible for scheduling events in the tent. CCE will post a weekly schedule of events. Campus Safety will open and close the tent.
- Building services will thoroughly clean the tent at 4 a.m. and 10 p.m.
- Campus Dining will clean the space during the daily transition from lunch space into lounge/event space.
- Cleaning supplies will be available in the event a student wants to clean her space before or after use.

Latest update: 2/11/21