



Q and As for Academic matters Michaelmas Term 2020 (COVID-19)

Latest information

Q: Where can I find the latest information on Covid-related provision?

A: Please see the following links for information from the University, College and other official sources:

<https://www.ox.ac.uk/coronavirus>

<https://jesuscollegeintranet.web.ox.ac.uk/covid-19-information>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://www.gov.uk/coronavirus>

Arrival and residency

Q: Do I have to be in Oxford in Michaelmas Term?

A: The expectation for any student returning to residence in Michaelmas Term is that they are in Oxford and able to take part in whatever normal teaching and other academic events are scheduled, be they face-to-face or remote, by the start of their term (full term or extended term, as appropriate, depending on the student's course and year). Part-time and some DPhil students are exempt from this.

This means that students without an extended term should be in residence by noon on Thursday of 0th week and students needing to self-isolate on arrival should be in residence by 14 days before that.

However we are aware that some students, owing to flight restrictions, will now be unable to arrive in time in order to complete self-isolation before Thursday of 0th Week. In these instances, it is important you let the Academic Office and your tutors know as soon as possible.

There may be students who cannot travel to Oxford for Michaelmas Term 2020, for health or other valid reasons (such as their own government's advice). If so please see:

<https://www.ox.ac.uk/students/life/residency> for information on dispensation from residency requirements. Again, do let the Academic Office and your tutors know as soon as possible if you are in this situation.

Teaching

Q: Will I have face-to-face tutorials and classes in College?

A: College tutorials and classes for undergraduates will be undertaken by a mixture of face-to-face and virtual methods. Your tutors will be in touch with you at the start of term about how they plan to teach you. If you cannot or do not wish to be taught face-to-face owing to a health condition please do let our tutors know as soon as possible to help them plan.

Q: Should I bring face masks with me to College?

A: Yes you should bring face masks with you as they will need to be worn for all in-person teaching, in the library, and in general in College in communal areas.

Staff, students, visitors, contractors, and members of the public will be required to use face coverings across all University and college buildings as set out in the University's [face coverings policy](#). This is out of consideration for those around us. A face covering is typically a cloth covering for the nose and mouth.

You will, of course, also need them when in shops and on public transport etc.

More information on when to wear face masks may be found at:

<https://www.ox.ac.uk/coronavirus/health/face-coverings>

<https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home#face-coverings>

Q: Are Collections happening in MT?

A: Collections will go ahead at the start of Michaelmas but will not be sat in the usual locations (Hall etc) in exam-room style. Instead, papers will be emailed to you with instruction including how to return them (whether via email or in hard-copy via tutor pidges).

Q: What will happen about Principal's Collections for undergraduates?

A: Whilst Principal's Collections were cancelled in Trinity Term owing to Covid-19, in MT we plan to conduct these remotely via Teams. In order to do this it is likely that we will need to spread them out over a longer period rather than holding them just on Thursday and Friday of 8th Week. We will be in touch with you all nearer the time with the timetable.

Q: Will Postgraduate Annual Progress Reviews take place in Michaelmas?

A: We hope to be able to run them online via Teams.

College Library

See also the Library information for MT20 at:

<https://jesuscollegeintranet.web.ox.ac.uk/covid-19-information>

Q: Will the Library be open?

A: The Meyricke Library will open to students from 14 September subject to College, University, and government regulations. Students will be able to book study sessions at fixed times, with priority for students sitting exams in the current academic year. Students will be able to enter the library to borrow books, initially during the daytime.

Reading rooms will be open for readers to enter without booking, initially from 9 a.m. till 7 p.m. each day. As most of the bookshelves are adjacent to desks, readers may pass closer than 2 metres while finding a book on the shelves, but this is an acceptable risk for a short time.

Students who pick up a book for browsing may return it to the shelves without quarantining (this is in line with Bodleian policy, with the reasoning that readers are being asked to use hand sanitiser throughout their visit). When leaving the Library, students will be expected either to borrow the books they have used (even if returning for another study session) or to leave them on that day's trolley for quarantine.

Q: Can I still borrow books?

A: Yes, students will be able to borrow books using the self-service computer in the usual way. Students will be asked to return books borrowed from the Library to a dated trolley which will be rotated with two others to enable quarantine for 72 hours.

Q: How can I access material when the Library is closed?

A new 'Click & Collect' service will be introduced. This will allow students to obtain books via SOLO even when the Meyricke Library reading rooms are closed.

Staff will clean their hands before fetching books, then place the books in a bag or parcel with the student's name for later collection from the Lodge. This means that there is no need to quarantine the books before use.

Students will also be able to order scans of book chapters and journal articles on the intranet.

Q: Can I still get College library books if I am ill/self-isolating?

A: If you live in Turl Street or Ship Street accommodation, we will endeavour to get College library books to you and the Librarian. If you live elsewhere, you may need to ask a flat-mate to pick up books for you.

Students who are self-isolating will have access to e-books and other digital material through SOLO. For freshers, this access will be available as soon as they have their Single Sign-On details. The Library has increased its contribution to the College Libraries' e-Book Fund (CLeF) in readiness for buying additional e-books.

Students can order printed books from the Library using Click & Collect or directly from the Librarian. The Librarian can also offer scans of book chapters and journal article within copyright restrictions.

Q: Will the Librarian still be around to help me?

A: The Librarian will offer all undergraduate freshers inductions by subject online. He will also be available to help postgraduate freshers online. He will be mostly based in his office, situated by the Library, and will be available for distanced in-person support if needs-be. His services may be withdrawn at short notice should local schools have to close etc.

Lodge

Q: Will I still be able to pidge hard-copy work to my tutors via the Lodge?

A: Yes, by following the one-way system into the Lodge you will still be able to give work to the porters in the Lodge for your tutor's pidge. There is an additional screen in the Lodge to protect Lodge staff and everyone using the Lodge.

Housekeeping

Q: How do I know that a tutorial or teaching room has been made clean and safe before I enter?

A: Housekeeping will continue to clean and disinfect all tutorial and teaching rooms at least once per day, according to bookings, generally before 9.00am. Cleaning materials with instructions will be left in the rooms for users to clean after each use. Tutors will clean their own rooms between sessions.

Illness

Q: What happens if I start to exhibit signs of the virus?

A: If you start to exhibit signs of COVID-19 you are advised to first and foremost stay in your room except to access Covid-19 testing (see below). If you are in a shared flat you will need to alert your flatmates and they will also need to remain in the flat until the results of the test are known. You should then call or email the relevant College representative as follows: Alex Lumbers, Academic Director or Sailesh Vyas, the Academic Services Manager. They will make sure everyone who needs to know in College is made aware.

Contact Details:

Alex Lumbers, Academic Director (tel 01865 279719 email alexandra.lumbers@jesus.ox.ac.uk)
Sailesh Vyas, Academic Services Manager (tel 01865 279720 email sailesh.vyas@jesus.ox.ac.uk)

Depending on your symptoms you may be able to continue your studies via remote teaching.

If your symptoms are not related to Covid-19 then you should act as normal by making an appointment to see the College nurse or doctor (remote appointments will be offered in Michaelmas Term) or, in the event of an emergency by going to Accident and Emergency (in which case make sure you or a friend alert the Lodge on 01865 279700) or by calling an ambulance (again the Lodge should be informed on 01865 279700).

Q: Can I get a test for Covid-19?

A: Yes. The University, in collaboration with the NHS, is implementing an in-house COVID-19 testing service to supplement NHS provision, so that all academic and non-academic staff and students of the University and the colleges can have easy access to a COVID-19 test if they think they have symptoms. This will provide assurance to them, and their families, that any new case of COVID-19 at the University will be identified, and action taken to prevent transmission, at the earliest possible moment. This service will also help protect our local community, and ensure that the University does not put an extra burden on our local NHS facilities as we welcome students and staff back to the University from the autumn. The testing centre is in the city centre at the Radcliffe Observatory Quarter and appointments for tests will be booked online. Anyone with a Bod card and SSO can get a test via the University. Tests can be booked via the [COVID testing page](#) and [FAQs](#) have been developed in response to enquiries staff may have about the service.

Q: Can I still have College tutes and classes if I am ill?

A: Provided you feel well enough, you will be able to switch from face-to-face teaching in College to remote teaching via Teams. You must ensure your tutors are aware of your situation so they can arrange hybrid teaching (your tutorial partners will still have their face-to-face tute whilst you will be online). If you are not well enough to attend a virtual tute, then let your tutors know and arrangements will be made for you to catch up at some point.

Support

Q: Will the Academic Office be open?

A: Yes the Academic Office staff will start to return to the Office in September. In order to protect everyone's health, we would ask, wherever possible that students communicate with us via email/phone/Teams. However a screen will be placed at the Counter in the Office and students may drop in (please use the sanitiser provided) to see us (if possible do book a time to come in to reduce the number of students coming up and down the staircase). Not all staff will be in all-day, every-day, so if there is a specific person you want to talk to, do email first!

Q: Will Welfare Support be available?

A: The Welfare Officer will return to College on her allocated days from October and will advise students on face-to-face and virtual appointments. She will also be arranging a variety of events to promote wellbeing in the pandemic setting for Michaelmas Term.

Q: Will the College nurse and doctors be in College?

A: Appointments initially will be online.