

Dear Student,

The Office of Residence Life is here for you as we acknowledge that quarantine/isolation is a less than ideal circumstance to be in. We want to assure you that you are not in this alone. Your RD and RA are here to encourage you along, with the multitude of other staff and faculty that play a role in your experience in quarantine. We have provided an infographic that shares many of the resources with you, how to connect to these resources, and who the point-person is for the specific resource. If you have a specific need not on this list or after-hours, please reach out to your RA / your original residence hall’s On Clock number. We value your feedback, as we take a continual stance of growth in improving support during this period. To give helpful feedback, please email your RD or englecenter@messiah.edu.

We would like to expound on and remind you of a couple things that are not listed on the infographic:

**Cleaning:**

Campus Events has provided cleaning supplies and temporary disposable linens for you to use. Please keep in mind that laundry will not be done for you during quarantine, so please make sure you have enough clothes. If this is not the case, please reach out to your RA for possible solutions.

**Trash:**

You are also provided trash bags. When your trash is full, simply leave it outside your door, and Campus Events Staff will make a daily trip to take it out.

**Dining:**

All meals will be delivered to your door. The Meal Drop-Off will occur at 11:30am for Lunch, and 5:30pm for dinner (breakfast will be delivered with the previous night’s dinner). Please fill out the Q-Menu form prior to 10am Monday mornings, when applicable. If an order is not picked by 10am, the Chef’s Choice for lunch and dinner will be provided.

**Cell Reception:**

If you happen to have issues with spotty coverage, try temporarily turning off your Wi-Fi to receive calls via your data plan. Consider Zoom, if possible as another option too.

**Check-Out:**

When your time ends (a joyous celebration it will be), we ask that you make the apartment appear the way in which you found it. Please make sure any moved furniture is placed in its original position. In an effort to care for the staff coming in after you, we also ask that you use the cleaning supplies left in the apartment by Campus Events to spray down all of the high contact areas of the apartment. These areas include but are not limited to: Faucets, Doorknobs, Bathroom Toilet & Handle, Appliance Handles, Kitchen Cabinets, Light Switches, as well as any other area you touched while in quarantine. Please be sure to allow the cleaner to sit for 10 minutes before wiping, this ensures the safety of our Campus Events Staff when coming in to prepare the apartment for the next student.

Any questions about the Check-Out process can be directed to Engle Center or your RD/RA.

 Best Wishes, The Office of Residence Life