**Sigma Delta Tau - [CHAPTER NAME] Chapter**

**House Rules**

**2020-2021**

All residents and guests are required to abide by these House Rules. Thank you for your compliance and cooperation.

**Preventing Spread of COVID-19**

* All live-ins are required to wear masks while on the first floor of the house.
* The second-floor TV room will no longer be used for socializing. It will be utilized as a socially-distanced study/test room with 4 desks. Live-ins will be allowed to sign up to use these desks in advance.
* **Meals - Kitchen & Dining Room**

During the 2020-2021 year, meals will be served strictly following CDC, Local and State guidelines on sanitation and physical distancing. After use of the kitchen, all areas are to be wiped with cleaning products provided by the House. Updates will be provided to residents as the situation evolves.

* Some tables and chairs have been removed in order to meet the physical distancing requirements. Chairs and tables may not be moved. They are placed strategically to enable physical distancing.
* Members must sign up for meal times for the week at the beginning of each week
	+ The House Manager will make a Google survey for live-in sisters to fill out their desired breakfast/lunch/dinner slots at the start of the week.
	+ Slots are locked in for the entirety of the week.
	+ If a sister does not complete the survey at the beginning of the week, they will be assigned meal times.
	+ Out-of-house sisters are allowed one meal a week at SDT. They must sign up 24 hours in advance through the House Manager. There may be a limit to the number of sign-ups on a given day to ensure compliance with state and local guidelines.
	+ No other visitors will be allowed for meals.
* “Late plates” and some snacks (e.g. fruit salad) will be stored in the public refrigerator in the kitchen. Nothing else may be stored in this refrigerator. “Late plates” will be labeled with the sister’s name who signed up for it. Please use the gloves provided to open the refrigerator and to take your late plate. Any unlabeled food will be discarded by the House Director. Do not eat food that does not belong to you.
* No eating is permitted in the Formal and Informal rooms. Meals from the SDT kitchen may be eaten only in the Dining Room, and residents must maintain physical distance from one another in the area. Tables will be wiped after use with products provided by the House.
* Snacks are reserved for live-in members and all snacks will be individually wrapped.
* To prevent contamination, do not fill your personal water bottles directly at the water station. The House’s plastic cups may be used to fill up personal cups. After the plastic cup is used once, it is considered dirty and must be placed in the bin for washing.
* The microwave will continue to be communal. If you use the microwave, please clean it with the cleaning wipes provided after each use.
* Shoes must be worn in the kitchen and dining room at all times
* Take out food may only be eaten in day rooms and may not be eaten in the SDT Dining Room.
* **Bathrooms**

During the 2020-2021 year, residents/visitors will wipe surfaces (with cleaning products supplied by the House) each time they use/touch surfaces in the bathroom.  Cleaning wipes should be disposed of in the appropriate receptacle/trash can. Updates will be provided to residents as the situation evolves.

* Out-of-house sisters and visitors may only use the first floor powder room
* Do not dispose of tampons, sanitary pads, paper towels or cleaning wipes in the toilets. Use the appropriate receptacle/trash can.
* Please leave cubbies empty and store your shower caddies in your rooms.
* No personal belongings, including shower caddies, may be left in the bathrooms.
* No hair dryers are permitted in the bathroom. They may be used only in the day rooms.
* No glass containers of any kind may be used in the bathroom.
* No personal garbage or food may be placed in the bathroom trash can. Please use the trash cans in the stairwells or the dumpster.

* **Laundry Room**

During the 2020-2021 year, residents will wipe surfaces (with cleaning products supplied by the House) each time they use/touch surfaces in the laundry room.  Please dispose of cleaning wipes in the appropriate receptacle/trash can.

* Do not leave the house when you have clothes in the washer or dryer.
* Do not remove other people’s clothes from the washer or dryer.
* Clean out the lint trap after using the dryer.
* Only live-in members may use the laundry facilities.
* Please keep your laundry detergent in your rooms.
* Drying racks are only permitted inside of day rooms
* **Sleeping Dorms/Day Rooms**
* All residents sleeping in bunk beds must sleep with their heads at opposite ends.
* **Visitation**

During the 2020-2021 year, guest policies will strictly follow CDC, Local and State regulations. Updates will be provided to residents as the situation evolves. Only essential visitors are allowed. All guests including out-of-house sisters must sign in and out at the front door.

* Entertaining in the common areas of the house should follow all social distancing rules of staying six feet apart from one another
* All visitors, including out-of-house sisters, must remain on the first floor of the house and wear a mask at all times except when eating in the dining room when seated six feet from others
* Masks can only be removed on the first floor when eating or seated six feet from others
* All visitors, other than [CHAPTER NAME] sisters or New Members, must be accompanied by a sister at all times
* All visitors, including out-of-house sisters, must sign into the guest book located at the front door
* All visitors, including out-of-house sisters, must sanitize their hands before and after signing into the guest book
* Out-of-house sisters are allowed one meal a week at SDT and must sign up with the House Manager 24 hours in advance
* Visitors who are not sisters are not allowed to have meals at SDT
* Visitors must wear a mask in the house at all times unless they are eating or seated and at least six feet from other people.
* **In Case of a Positive Test or Exposure to the Coronavirus**
* **Isolation -** Anyone testing positive for COVID-19 must notify Debbie Ayres and move into the isolation room immediately, remaining there for the time prescribed by the CDC. (<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html>)
* **Quarantine -** If you have been in close contact with someone who has COVID-19, please notify Debbie Ayres and move to our quarantine room immediately and remain there for 14 days. (<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>)
* It is highly recommended that each member prepare a “go bag” with a change of clothes, pajamas, and a towel that can be easily brought to her so that she does not need to return to their rooms following notification of a positive test or the need to quarantine due to exposure to someone with COVID-19.
* Food will be delivered to residents who are isolating in disposable containers. Please notify Debbie via text so any trash may be picked up safely after each meal.

**Day Rooms**

* Do not move or remove any furniture from your room. The only furniture allowed in your room are chairs, and the provided bed and desk. No personal beds or furniture are allowed. Small plastic bins may be used. You will be fined for missing pieces of furniture or any pieces of furniture assigned to your room found in the house anywhere other than in your room.
* Only one dorm-sized refrigerator is allowed in each room. Any food stored in individual rooms must be wrapped/sealed in order to prevent insects. Refrigerators must be cleaned regularly, and all trash must be brought to the dumpster behind the house.
* Irons, flat irons, and curling irons should not be placed directly onto floors, carpets, rugs or furniture as they will leave burn marks. Deductions will be taken from your security deposit if damage is observed.
* Do not hang anything from or over the sprinkler heads/pipes or the smoke detectors. Do not attempt to disable the sprinklers or smoke detectors.
* Use only Command hooks and blue putty to affix things to the walls
* The following items are prohibited
* Candles and incense
* Fireworks
* Guns, knives or other weapons
* Water or liquid-filled beds
* Lofts
* Hot plates, toasters, toaster ovens, microwaves, electric skillets, instant pots, or any appliances with an open heating element
* Space heaters
* Halogen lamps without protective screens

**Other House Rules**

* The hours of 10:30 pm to 10:30 am are designated as Quiet Hours.
* Alcohol is not permitted anywhere in or on the grounds of the house.
* No illegal drugs or drug paraphernalia may be stored, used, or consumed in or on the grounds of the house. Marijuana and/or cannabis in any form is strictly prohibited anywhere in or on the grounds of the house.
* Smoking, including use of vaping products, is prohibited.
* Do not go onto the roof for any reason. Being on any roof is prohibited by our insurance carrier.
* No animals of any kind are allowed in the house or on the grounds. Feeding or leaving any type of food/water for outdoor stray animals is prohibited.
* In-house sisters are not to share the house code that opens the door to anyone, including out-of-house sisters or visitors. If this is violated, the in-house sister who revealed the house code for the door will be fined $200.
* Do not prop open external doors.
* Do not leave belongings (i.e. drying racks, shoes) or trash in the hallways.
* Public flyers or notices, etc. are permitted only on bulletin boards. Do not post flyers on the front door or the outside columns. No offensive or alcohol related materials may be posted or distributed.
* Crafting and banner making can only be done in the bike basement and the floor must be covered and protected with a tarp.
* **Parking**
* Cars must be registered with the House Manager.
* Live-in sisters may only park in spaces assigned to them.
* Members may not park in spaces reserved for visitors.
* Do not block the driveway or other cars in the lot. Violators will be towed at their own expense.

**COVID REGULATIONS**

I will adhere to guidelines provided by the CDC, state and local health department, university officials and chapter leadership regarding attendance at events and/or participation in activities that are not required by my course work.

I will wear a mask at any time I am not able to maintain physical distancing, including at all times when I am in communal living areas of the chapter facility.  Masks will not be provided by the House, therefore I am responsible for supplying my own.

I will adhere to new rules and procedures regarding hosting of guests, including non-resident members, scheduling of study spaces and other changes as required in order to keep myself and my sisters safe.

I will respect the health concerns of the House Director, house manager, facility staff and other members in my interactions with them.

I understand that while the House is taking precautions to clean the facility and provide procedures to assist with social distancing, it will be up to me and to other residents of our SDT community to limit outside exposure and to follow guidelines suggested to prevent the spread of COVID-19. I have elected to live in the facility for the 2020-2021 academic year and release the Sorority, House Corporation and any other individual volunteer, advisor, employee or board member from liability associated with the risks inherent in living in a communal environment.

*Violation of any of the above rules may result in disciplinary action, up to and including dismissal from the sorority and/or removal from the house, as well as the partial or complete loss of any housing fees and dues paid.*

I hereby acknowledge that I have read, understand and agree to abide by the 2020-2021 [CHAPTER NAME] Chapter House Rules as provided to me. I further understand that violation of any of the rules may result in disciplinary action, up to and including dismissal from the sorority and removal from the house, as well as the partial or complete loss of any housing fees and dues.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_