



## COVID Safety Protocols for Fall 2021

### COVID Safety Protocols\*:

- **SCREENING: DAILY COVID-19 screening is required\*** of all employees, students, and visitors. Screening stations will be available starting in August 2021. Please complete the screening form located on the MyVCCCD app before arrival to campus if possible. A tablet will be available at all screening stations for those who do not have a smart phone.
- ★ **Employees, students, and visitors will receive a wristband at the screening station each day** they are on campus. Only people with wristbands are allowed in campus buildings and to engage in campus activities.
- **QR CODE SCANNING: To support contact tracing, scan QR codes** with a mobile device upon entering buildings.
- **MASKING: Face Coverings / Masks are CURRENTLY required indoors for all employees.** \* Masks are not required outdoors. People can remove masks when alone in closed rooms or when eating. When masks are removed while eating, 6-foot social distancing is required if eating with others.
- **DISTANCING:** Social Distancing is currently **not required** indoors or outdoors unless while eating indoors. \*
- **Students must abide by all campus safety protocols** communicated by way of email, the VC website, VC or district social media, communications with VC or district employees, and campus signage.
- ★ **Violating campus COVID safety protocols or communication is considered a violation of the student code of conduct** and is punishable through the campus conduct process.

### Classrooms Management and Service Area Guidelines:

- **Students and employees must follow all COVID safety protocols while in the classroom or a service area.**
- **CLASSROOM: If a student violates COVID safety protocols in a classroom:**
  1. **Instructors will remind the student to follow protocols**, or they will be asked to leave class for that day.
    - If a student refuses, the instructor should step aside with the student to explain that class will not go on unless all who are present follow protocols.
  2. **If a student continues to refuse to follow the protocols as instructed**, the instructor is to step aside with the student and remind them that they must leave, or the class will be cancelled for the day.
  3. **If the student refuses to leave the class**, the instructor will cancel the remainder of the class session to prevent conflict escalation.
  4. **Because violating safety protocols is a violation of the student code of conduct, the instructor are to submit a BICT report immediately following the class session** if any student refused to follow protocols, even if they left the class. The instructor should also inform their dean about the incident and the BICT report.
- ★ **Campus police should ONLY be contacted IF a student appears to be a threat to themselves or others.** Removal of the student from the class will be assessed by the BICT team and the Dean of Student Conduct.
- **SERVICE AREA: If a student violates COVID safety protocols in a service area:**
  1. **Employees who witness non-compliant behavior** are to remind the student, colleague, or visitor to follow the protocol or they will be asked to leave.
  2. **If a person continues to violate the protocols and does not leave the service area, the witnessing employee is to contact Campus Police - or locate a nearby Monitor - for immediate assistance.**
    - Because violating safety protocols is a violation of the student code of conduct, if the incident involves a non-compliant *student*, the employee will submit a BICT report immediately if the student identity is known.
    - **If the incident involves a non-compliant employee or visitor, after contacting campus police or the monitor, the witnessing employee will immediately report the incident to their supervisor.**

*\*If the Dept. Of Public Health / Cal OSHA / VCCCD adjust COVID safety guidelines, the campus community will be informed, and protocols updated*