

## Pandemic Protocols

### *Student Summary Sheet*

**Sickness:** Individuals should not attend face-to-face classes or come on campus for any reason if they are sick, have tested positive for COVID-19, have one or more [COVID-19 symptoms](#) or known exposure to someone who has the virus. All individuals are required to complete a COVID-19 Self-Screening Report before entering a WCC facility. Symptoms include:

- Fever
- Chills
- New cough
- New loss of taste or smell
- New muscle or body aches
- Shortness of breath or difficulty breathing

**Physical or “Social” Distancing:** This is one of the approaches being used worldwide to slow the spread of the COVID-19 virus. To help ensure the health and safety of all faculty, staff, students, and visitors, WCC has implemented the following physical distancing requirements:

- Everyone on campus is expected to maintain at least 6 feet of physical distance from others whenever possible.
- Signage will be placed around campus encouraging physical distancing.
- Many exterior doors of buildings will remain locked during the phased return to limit population density and facilitate physical distancing.
- Everyone must adhere to any movement restrictions imposed by the College.

**Face Coverings:** Appropriate use of face masks or coverings is critical in minimizing risks to others near you. You could spread COVID-19 to others even if you do not feel sick.

- Why: “I Protect You, You Protect Me.” Public health evidence supports wearing face coverings in public, not because they are a guarantee against getting sick, but because they reduce the chance you will transmit germs to others.
- Face covering use is mandatory when six feet of social distance cannot be maintained, such as entering or exiting buildings, classrooms, hallways, restrooms, or multi-person workstations, and is encouraged at all times. This is consistent with guidance from both CDC and local public health officials. In these situations, it is expected that individuals will wear their face covering. If they do not, student conduct violations may be cited.

**Good Hygiene:** Everyone is expected to practice good hygiene, including covering coughs and sneezes with a tissue or the inside of your elbow, not with your hands; not touching your face; handwashing for at least 20 seconds with soap and water; and using hand sanitizer.

- You are expected to wash your hands:
- At the beginning and end of each class or work shift
  - After using the restroom
  - Before and after eating
  - After blowing your nose, coughing or sneezing
  - Hand sanitizer will be placed at the main entrance of each building.
  - Please use the sanitizer every time you enter a building.

## Screening Protocol:

All individuals are required to complete a COVID-19 Self-Screening Report before entering a WCC facility.

Students will log into their Moodle accounts **each day** before attending face-to-face classes or coming on campus for any reason to complete the COVID-19 Self-Screening Report.

For students who do not complete the COVID-19 Self-Screening Report, your instructors will be following up with you individually. You will not be allowed to attend class on campus if you have not completed the short questionnaire verifying you have no COVID-19 symptoms or known exposure.

For students who complete the COVID-19 Self-Screening Report and **do** indicate that they have tested positive for COVID-19, have one or more COVID-19 symptoms, or known exposure to someone who has the virus, someone from WCC's Student Services will contact you to give you instructions on what you need to do and when you may return to campus.

How will instructors know if students have completed the COVID-19 Self-Screening Report and see results? Results are in your Moodle attendance and grade book. The code is appended to the Student ID in the roster of your Moodle course.

- No code = COVID-free
- -C = COVID-risk
- -NA = Form not completed