

# Pandemic Protocols

## *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](#). All individuals who have Covid-19 symptoms are required to complete a [Covid Reporting Form](#). Symptoms include:

- Fever or chills
- Severe Headache
- New Cough
- Sore throat
- Shortness of breath\ difficulty breathing
- Loss of taste or smell

**Physical or “Social” Distancing:** While the physical “social” distancing mandate is lifted, WCC encourages everyone to continue to practice social distancing where practical. To help ensure the health and safety of all faculty, staff, students, and visitors, WCC recommends the following physical distancing practices.

- Individuals who have not been vaccinated should consider trying to continue to maintain the six feet of social distance when feasible
- Everyone on campus is expected to maintain at least 2 feet of physical distance from others whenever possible

**Face Coverings:** Masks are optional

- Masks are to be worn from day 6 through day 10 by anyone with Covid symptoms or who has tested positive for Covid.
- Masks are to be worn for 10 days from the last known date of Covid exposure.
- Masks may be required to be worn by students, faculty, staff and visitors in health settings/medical/clinical facilities, student camps, prisons, and dental clinic.
- Disposable and KN95 masks are available in the Human Resources Office.
- Nothing prevents faculty, staff, students, and visitors from continuing to wear face masks if they so choose, and many folks will likely continue to wear masks.

**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.

# Quarantine, Contact Tracing, & Communication Protocol:

## If someone tests positive for COVID-19:

The Individual	Public Health Officials	WCC
<ul style="list-style-type: none"> <li>• Complete the <a href="#">Covid Reporting Form</a></li> <li>• If you have tested for covid, wait on test results before coming to campus</li> <li>• Test positive with symptoms must self-quarantine for 5 days from the date of test administered. May return on day 6 <b>if</b> your symptoms have improved and no fever within the last 24 hours (without taking fever-reducing medication). It is recommended that you wear a mask for 10 days from the date of your first symptoms.</li> <li>• Test positive with <u>no</u> symptoms must self-quarantine for 5 days from the date of test administered. May return on day 6 <b>if</b> you do not develop any symptoms and no fever within the last 24 hours (without taking fever-reducing medication). It is recommended that you wear a mask for 10 days from the date of your positive test.</li> <li>• Must communicate with instructors or supervisor/Human Resources to inform of health-related absence</li> </ul>	<ul style="list-style-type: none"> <li>• Will report any cluster to the local health department. A cluster is considered 5 or more cases in same class or department</li> </ul>	<p>When WCC receives COVID-19 Self-Screening Report or otherwise becomes aware, WCC will follow the protocol outlined in the bullets below.</p> <ul style="list-style-type: none"> <li>• Will maintain confidentiality of infected individual</li> <li>• Will instruct individual not to enter WCC facilities, to leave campus</li> <li>• Will conduct sanitation protocol for all classrooms or common areas the individual has been in, followed by a wait time aligned to CDC-approved sanitation products (typically less than 24 hrs)</li> <li>• Will inform instructor or supervisor</li> <li>• May suspend a class or temporarily close a facility, if needed and appropriate</li> </ul>

## If someone has one or more COVID-19 symptoms: new cough, fever or chills, sore throat, severe headache, loss of taste/smell, shortness of breath/ difficulty breathing, or explained muscle/body aches:

The Individual	Public Health Officials	WCC
<ul style="list-style-type: none"> <li>• Must leave and/or not enter WCC facilities</li> <li>• Complete the <a href="#">Covid Reporting Form</a></li> <li>• Must communicate with instructors or supervisor/Human Resources to inform of health-related absence</li> <li>• Must quarantine for 5 days from the date of first symptoms and recommend getting a covid test on day 4 or 5. If improved symptoms and no fever for 24 hours (without the use of fever-reducing</li> </ul>	<ul style="list-style-type: none"> <li>• Will report any cluster to the local health department. A cluster is considered 5 or more cases in same class or department</li> </ul>	<p>When WCC receives COVID-19 Self-Screening Report or otherwise becomes aware, WCC will follow the protocol outlined in the bullets below.</p> <ul style="list-style-type: none"> <li>• Will maintain confidentiality of individual</li> <li>• Will instruct individual to leave campus</li> <li>• Will instruct individual to self-quarantine for 5 days from the date of first symptoms, may return to campus on day 6 if improved symptoms and no fever for 24 hours (without use of fever-reducing medications)</li> </ul>

<p>medications), you may return to campus on day 6. A negative test from day 1 through day 5 is not acceptable. If no improvement of symptoms on day 5 or you test positive, your quarantine may be extended.</p>		
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**If a close contact\* or direct exposure of a person who has tested positive for COVID-19:**

The Individual	Public Health Officials	WCC
<ul style="list-style-type: none"> <li>• If symptomatic, refer to “If someone has one or more COVID-19 symptoms” section above.</li> <li>• If no symptoms, wear a high-quality mask for 10 days and get tested on 5. If test is positive, refer to “If someone tests positive for COVID-19” section above.</li> </ul>	No action	<ul style="list-style-type: none"> <li>• No Action</li> </ul>

\* For COVID-19, exposure refers to being within 6 feet of someone diagnosed with COVID-19 for 15 minutes or more.  
 \* Fully vaccinated means you have received all doses in the primary series and all boosters recommended for you, when eligible. See [CDC Guidelines "When You Are Update"](#)