

### **C.2.1.9 (Procedure) Use of Face Coverings and Other Public Health and Safety Measures at College District Sites**

Responsible Department: Enterprise Risk Management

Based on Board Policy: C.2.1 Environmental Health and Safety

Approved: 6-25-2020

Last Amended: 8-31-2021

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The College District seeks to provide a workplace and learning environment free from recognized hazards likely to cause serious physical harm or death, including Coronavirus/COVID-19 or other pandemic exposures. According to the Center for Disease Control (CDC), asymptomatic and pre-symptomatic individuals can be highly contagious and spread the disease when indoors with others. CDC recommends certain public health and safety measures for individuals working onsite in educational institutions to slow the spread of the COVID-19 virus and its variants, such as:

1. use face coverings (“masks”);
2. use of hand hygiene;
3. physical distancing;
4. vaccination;
5. staying home when ill/experiencing symptoms similar to COVID-19;
6. regular onsite COVID-19 screening/testing.

The College District may require employees, students and visitors to comply with these measures and other measures the CDC may specify to protect public health and safety of employees, faculty and students as they work, teach and learn at the physical campuses. Due to the changing nature of COVID-19 and CDC guidance and applicable governmental orders, measures required by the College District will be posted and updated on the Alamo Colleges District website at <https://www.alamo.edu/returntocampus/> (*Posted Health and Safety Requirements*) to inform employees, students, and visitors.

#### **Employee Compliance**

Employees compliance with required College District health and safety measures is mandatory. An employee who refuses to comply will be sent home each day of non-compliance, with progressive discipline, under Policy D.9.1, up to and including discharge. (*See 29 CFR §602(b)(4)*).

#### **Student Compliance**

Student compliance with the *Posted Health and Safety Requirements* of the College District is mandatory. A student who refuses to comply with required College District measures will be sent home for the day and is subject to student sanctions under the Student Code of Conduct, Policy F.4.2, up to and including denial of access to the physical campus for the rest of the semester.

#### **Vendor, Visitor Compliance**

Visitors, vendors and/or their employees who refuse to comply with the *Posted Health and Safety Requirements* of the College District may be denied access to the campus. Vendor employees entering District property only infrequently or periodically but briefly may be relieved of certain measures by *Posted Health and Safety Requirements*.

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#### **Face Coverings**

- A. Masks Defined.** A mask is defined for this procedure as a face covering, which need not be medical-grade, but may include manufactured disposable masks, manufactured or home-made cloth masks, scarves, bandanas, or handkerchiefs. To be effective, masks must cover the nose and mouth and extend under the chin. Disposable masks should be properly discarded after use in a trash can, receptacle, or bin. Cloth masks should be washed at home. Instructors of hearing-impaired students may request special masks to wear so that students may read the instructor's lips if technology is not available to otherwise assist the student.
- B. Employees.** Employees are strongly encouraged, but not required, (subject to any Posted Health and Safety Requirements) to wear masks upon entry to the worksite.
- C. Students.** Students are strongly encouraged, but not required, (subject to any posted Health and Safety Requirements) to wear masks on campus and upon entry to any campus. Students of clinical programs must comply with the requirements of the clinical program/site regarding the wearing of masks or respirators. Mask requirements may not be set in other areas, classrooms, or offices. Students who do not comply with clinical program/site requirements will not be allowed to participate in programs where masks are required.
- D. Visitors.** Visitors are strongly encouraged, but not required, (subject to any *Posted Health and Safety Requirements*) to wear masks on College District property.

#### **II. Distancing.**

- A.** All persons are asked to practice distancing from others as able and applicable for the current conditions on College District property.
- B.** Employees are strongly encouraged to use the telephone, online conferencing, e-mail or instant messaging to conduct business as much as possible.
- C.** Face-to-face meetings should be minimized. In such meetings, employees should: limit meeting time; choose a large meeting room: and sit distanced from each other as able and applicable for the current conditions.
- D.** Employees and students are not to congregate in work rooms, kitchens, break rooms, copier rooms or other areas where people socialize.
- E.** Employees eating on premises are encouraged to do so outdoors, at their desks, or distanced from others from others as able and applicable for the current conditions.

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**III. Other.**

- A. Employees and students should follow the CDC basic guidelines: wash hands frequently with soap or sanitizer; cover mouths with tissue when sneezing or coughing; discard used tissues in wastebaskets; clean and disinfect touched surfaces; and stay home if sick. Alcohol-based hand sanitizers are installed on the floors of the District Support Operations Building and in restrooms and other locations at college campuses.

