

## **Adult Literacy at Butler County Community College In-Person Instruction Safety Plan**

This safety plan conforms to the Pennsylvania Department of Education's Preliminary Guidance for Resuming In-Person Instruction at Postsecondary Education Institutions and Adult Education Programs<sup>1</sup>.

### **Building Sign In**

- All visitors, staff and students must sign in to the building with name, date, time of entry and exit when on campus.

### **Hygiene and Sanitation**

- Hygiene information will be posted in places of high student traffic
- Handwashing signs encouraging handwashing will be posted in the restrooms
- Hand sanitizer and hand soap will be supplied for students, staff, and visitors
- Frequently touched surfaces and objects will be regularly cleaned and disinfected following CDC guidance for cleaning and disinfecting community facilities<sup>2</sup> using EPA approved SARS-CoV-2 disinfectants<sup>3</sup>

### **Face Coverings**

- Face coverings must be worn by all students, staff, and visitors in the facility
- Individuals unable to wear face coverings due to a health condition or disability must be extra cautious to maintain proper social distance and observe all other hygiene protocols
- Face covering practices will be posted in places of high student traffic

### **Social Distancing**

- In the entire facility, students and staff should maintain a safe social distance of at least 6 feet apart where feasible
- Common area seating will be reduced to limit non-instructional gatherings
- Class sizes will be limited to accommodate appropriate social distancing of 6 feet between individuals when feasible, reduced seating and/or taped off areas may be used to indicate social distancing
- Designated limited entrance points may be used and posted accordingly, any changes will adhere to ADA laws and regulations
- Occupancy will be limited to the number of students and staff allowed per social distancing for each classroom and common area

### **Ventilation**

- Ensure facility ventilation and exhaust systems are properly operating

### **Screening for COVID-19**

- Individuals with a temperature of 100.4 degrees<sup>4</sup> Fahrenheit or higher and/or exhibits symptoms<sup>5</sup> consistent with the CDC of fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea will not be permitted to enter the facility, must self-quarantine at home, and should consult their medical provider about options for testing and treatment

### **Voluntary Reporting**

- Students and staff should report if they know they have been exposed to anyone who has tested positive for COVID-19; If exposed, they will be asked to self-quarantine for 14 days
- Students and staff should report if they have visited an area of high prevalence in the previous 14 days

### **Confirmed Case Protocol**

- Notify DOH or local health officials and emergency management personnel
- Determine if a temporary suspension (2-5 days) of in-person instruction is warranted
- Clean and disinfect all areas
- Communicate case or exposure information to students and staff

## Resources

1. Pennsylvania Department of Education Preliminary Guidance for Resuming In-Person Instruction at Postsecondary Education Institutions and Adult Education Programs, June 3, 2020, Version 1, <https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/HigherEd/Pages/default.aspx>
2. Cleaning and Disinfection for Community Facilities, Interim Recommendations for U.S. Community Facilities with Suspected/Confirmed Coronavirus Disease 2019 (COVID-19), <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
3. Environmental Protection Agency List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19), <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>
4. Pennsylvania Government Website, Guidance for Businesses Permitted to Operate During the COVID-19 Disaster Emergency to Ensure the Safety and Health of Employees and the Public, <https://www.governor.pa.gov/covid-19/business-guidance/>
5. Centers for Disease Control and Prevention, Symptoms of Coronavirus, <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

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