

Summer Return to Campus for Employees (as of May 27, 2020)

In compliance with CDC guidance and the executive order of the Governor of Georgia, Covenant College is beginning a phased reopening for employees to return to work with the permission of their supervisors/directors and approval by the Cabinet. These plans are continually being reevaluated as guidance changes and current infection rates are tracked. Per the latest executive order, employees are encouraged to work from home when possible. When at work, employees are to hold all meetings and conferences virtually as practicable, stagger work shifts to reduce the number of people in shared workspaces, and follow the best practices below. The College will communicate further in June as new guidance is received and plans are adjusted accordingly.

In adopting these plans as an institution, we continue to prioritize the protection of the most vulnerable as well as the safety and well being of all employees, students, and visitors. In order to support these institutional priorities, five pillars of response have been identified that when consistently enacted together provide a pathway for reopening our campus. These measures have not only been proven to work, but are realistic for Covenant to pursue. These five pillars are: Screening; Hygiene; Distancing; Masks; and Culture. Each pillar has its own challenges, but each is absolutely essential. All five responses must be implemented simultaneously and continuously to achieve the priorities while impeding the spread of disease.

Screening

All employees, students, and visitors coming to campus must do a daily symptom assessment and temperature check prior to leaving their home or hall. If someone exhibits signs of illness or if they answer yes to any of the questions below, they are required to remain home and monitor themselves for other symptoms or seek re-check of temperature and evaluation at a healthcare provider (especially if they exhibit any other symptoms). Testing may be required depending on the particular situation.

Screening questions:

1. Have you been diagnosed with COVID-19 or been contacted by the Department of Health as determined to be a close contact of someone who has?
2. Have you had close contact with or cared for someone with documented or suspected COVID-19 within the last 14 days?
3. Have you had new onset of symptoms consistent with viral illness such as fever of 100.4° or greater, cough, shortness of breath or difficulty breathing, chills, muscle pain, sore throat, or new loss of taste or smell?

Employees who test positive or have been exposed to someone who tested positive are to follow the direction of their healthcare providers and isolate accordingly. There is no honor in “toughing it out.” The proper response to screening or testing positive is to follow this plan and isolate so as not to potentially infect others. In doing so we are serving the community and loving one another well. It is essential that all individuals screen themselves each day and isolate when directed.

Hygiene

- Handwashing: Frequency of handwashing can make a significant impact so it is strongly encouraged that all individuals wash or sanitize their hands every time they go into and come

out of a group environment, and every couple of hours while in the environment. Hands should always be washed before eating/drinking, after using the restroom, and after removing gloves or other Personal Protective Equipment.

- Respiratory etiquette: Please cover coughs and sneezes and immediately wash hands/or use hand sanitizing gel after disposing of tissue.
- Conference Rooms, Classrooms and Shared Space: Please clean desks and other items used before and after use. (Must wipe down desks and workstations before leaving the room).

Physical Distancing

- Please stay at least six feet apart from others as normal practice.
- While gathering for meetings, conversations, etc., maintain six feet of separation. If six feet can't be maintained in the designated location, wear masks or relocate or limit attendance to a maximum of 10 people.
- Eliminate nonessential physical touch (for example, replace handshakes and hugs with elbow bumps).

Face Masks

- Carry a face mask with you at all times and be ready to put on when needed.
- Masks are required when six foot distancing cannot be maintained except for incidental passing.
- Masks are not required when passing people in the hall or for brief physically-distanced conversations in passing.
- [Care of Masks](#): Care should be taken while wearing a mask not to touch one's face or the mask. Masks should be cleaned or replaced regularly. Hands should also be disinfected anytime someone touches his/her mask. Please do not leave masks lying around campus to avoid contaminating others.

Culture

These efforts only work if they are modeled by leadership and embraced by the community as we build a culture of care for others. In a community there must be shared commitments where we die to self. In this we are able to faithfully follow the other four pillars as we consider others as more significant than ourselves. It is because we do not want to potentially infect others that we should faithfully maintain good hygienic practices, daily screen ourselves, and stay home if necessary. It is out of concern for the most vulnerable that we sacrificially wear masks and physically distance ourselves when the situation calls for it - regardless of personal preferences.

The College commits to the following:

- Posting signage at the main entrances of buildings stating that individuals who have a fever or other symptoms of COVID-19 shall not enter.
- Enhanced sanitation and regular disinfection of common surfaces
- Providing disinfectant and sanitation products for employees to clean their workspace
- Training of employees for cleaning in their respective workspaces
- Posting signage encouraging hand hygiene, respiratory etiquette, and physical distancing
- Providing masks to all employees