Continuing forward

We are looking forward to another successful semester together on campus. To do so, we need your help.

The College continues to take the necessary steps to enable staff, faculty and students to work, teach, live and learn on campus in a manner that is as healthy and safe as possible.

We all share in the responsibility of reducing the risk of COVID-19, in order to protect ourselves, our faculty and staff colleagues, our friends and our families—some of whom may be more vulnerable than others to the virus. We also have a collective responsibility to the New London area and beyond.

In order to maintain a healthy campus environment, each of us is required to fully comply with all policies, protocols and guidelines that are in place to help prevent the spread of the COVID-19. This includes the Camels Care Pledge. Be sure to do your part.
This training is designed to:

- Communicate expectations for the spring semester
- Provide information about COVID-19
- Share College safety protocols and prevention strategies
Expectations for the Spring Semester
Aggressive safety protocols and initiatives will continue. The College continues to:

- follow federal, state and local public health guidance;
- collaborate with state and local public health officials;
- implement onboarding testing and onboarding quarantine for students returning to campus;
- use the COVID-19 Dashboard to communicate campus data and inform the Campus Alert Levels, based on trends and positivity rates on campus and in the surrounding area;
- have a reduced number of people on campus;
- use plastic barriers in selected locations to facilitate safe in-person interactions;
- maximize indoor and outdoor seating to facilitate physical distancing;
Safety Protocols and Initiatives

The College continues to:

• conduct campus surveillance testing and contact tracing protocols
• provide on-going COVID-19 prevention education
• follow CDC’s recommended cleaning and disinfecting protocols
• limit the size of in-person gatherings
• restrict visitors to campus
• restrict college travel and discourage personal travel

For more information, visit the Path Forward Site.
Spring events will be mainly virtual.

All event requests (both in person and virtual) must first be submitted through the Events Office. This will assist with maintaining the campus calendar, campus cleaning schedules and space planning. It will also support adherence with the reduced occupancy limits and state guidelines.

In Person Events:
- must be approved in advance by the Events Office, in consultation with the Vice President for Finance and Administration, the Dean of Students and/or the Director of Campus Safety and Emergency Operations
- will be permitted once the campus reaches Alert Level Yellow, no earlier than Feb. 22, 2021.
- will be restricted to small groups that are able to be socially distant based on state guidance (which is subject to change).
Classrooms and Meeting Spaces

These areas are currently closed during onboarding quarantine.

Using classrooms and meeting spaces safely:

• Be sure that the furniture is set up according to the room’s posted floor plan to support seating that is at least six feet apart.

• Increase airflow by leaving the door open or opening windows if feasible.

• Use gating practices at the beginning of each class or meeting by asking to see students, faculty or staff’s CoVerfied clearance status.

• Small group in-person breakout discussions should only be used when the space is large enough to accommodate six foot distancing for everyone in the group, such as large classrooms or outdoor locations.

• Consider having a seating chart given that people will have face coverings on and it may be more difficult to recognize people in the room.
Office Work and Team Meetings

Private Office Space and Mask Use:

- If your door is open, your mask must be on.
- If you are alone in your office with the door shut, you may remove your mask.
- If someone knocks and enters your office, masks must be on.

Most offices are not large enough for two people to maintain at least six feet between them. If physical distance cannot be maintained, an alternate meeting space must be reserved through events or you should meet virtually.

We must track all room usage to support Facilities’ cleaning regimen. Therefore, it is important that you reserve spaces that you plan to use for meetings through the Events Office (events@conncoll.edu).
Click [HERE](https://example.com) to view the schedules of key offices and departments. Below are a few highlights:

- The College Center at Crozier-Williams is open with access to mail, printing and bookstore services during normal business hours.

- The Testing Center remains in the Athletic Center, and you may go to the testing center on your testing date; schedule your time through the CoVerified App.

- Shain Library is open with reduced hours through Feb. 21, and expanded hours between Feb. 22 and May 16.

- Humphrey's will offer lunch from 11:30 AM to 1:30 PM (Mon. – Fri.) for faculty and staff only beginning Feb. 8. Acceptable forms of payment are Camel Cash, Dining Dollars, and credit cards (no cash).

Faculty or staff cannot access the athletic facilities, Harris Dining, and the Snack Shop at this time.

*Face masks are required throughout campus regardless of vaccination status.*
COVID-19
Information & Prevention
COVID-19 Information & Prevention

OVERVIEW:
• How COVID-19 Spreads
• COVID-19 Variants
• Prevent Community Spread
  o Monitor your health daily
  o Wear your mask
  o Keep six feet of physical distance
  o Wash your hands
  o Campus cleaning protocols
How COVID-19 Spreads

As we know, Coronavirus spreads **very easily** and **very quickly** within a community.

- We know that the virus spreads between people via respiratory droplets when the infected person talks, sings, coughs or sneezes.
- The primary mode of transmission is through close contact with someone infected with COVID-19 or coming in contact with a contaminated surface/object.

*We know that asymptomatic people will still spread the virus; therefore, EVERYONE must follow the prevention protocols.*

Regardless of vaccination status, everyone must wear a mask, maintain physical distancing and practice good hand hygiene.

You may visit [The Path Forward website](https://example.com) for additional information.
How COVID-19 Spreads

Airborne Transmission

• Airborne transmission has been reported under specific conditions.

• Preventing airborne transmission includes increased ventilation and avoiding indoor crowded spaces in addition to proper mask use, physical distancing, hand hygiene and following cleaning and disinfecting protocols.
COVID-19 Variants

As we are reaching the one-year mark of this global pandemic, new variations of the virus are being reported.

• New variants of the COVID-19 virus **DO NOT** appear to cause more severe illness.

• These variants **DO** spread more easily between people, which is why it is important to continue all protocols and guidance.

• New variants have been reported in the State of Connecticut. Scientists and public health officials are watching this development closely.
If you are not feeling well or develop symptoms consistent with COVID-19, stay home and contact your healthcare provider.

COVID-19 Symptoms can include:

- Fever (over 100 degrees) or chills
- New cough
- New shortness of breath or difficulty breathing
- Extreme fatigue
- Muscle or body aches
- New headache
- New loss of taste or smell
- New sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
Seek Emergency Medical Attention if you are experiencing:

- Trouble breathing
- Persistent pain or pressure in the chest
- New mental confusion
- Inability to wake or stay awake
- Bluish lips or face
Monitor Your Health Daily

GATING CONDITIONS:

The College is using the CoVerified App, which is connected to Broad Institute testing (the app is also accessible via a website).

Everyone living, learning and working on campus will complete a daily symptom check in the CoVerified app.

The app will help you:

- Complete daily symptom checks
- Select a time for routine testing on your assigned testing day(s)
- Receive notification of your test results
Monitor Your Health Daily

GATING CONDITIONS

**Clear** (if all of the following conditions are met):
- Daily symptom check submitted
- No need to be in isolation or quarantine
- No further action needed; continue prevention measures

**Restricted** (if any one of the following conditions are met):
- Daily symptom check not complete
- Assigned to isolation or quarantine
- Action Needed: Return to your home and address reason for restricted status (e.g. forgot to complete daily symptom check)
Monitor Your Health Daily

GATING CONDITIONS

Helpful uses for the daily “clear” status to promote the health and safety of our campus community:

• Share at the beginning of the work day with colleagues.

• Ask colleagues to confirm status at the start of a meeting.

• Faculty may share their status and request students share their status before the start of class.

• Daily status may be shown quickly and easily via a smartphone or you can print your status from a computer.
Prevent Community Spread
Remember the 3 Ws!

Wear a mask!
Wash your hands!
Watch your distance!
Masks are a Key Prevention Measure!

• Face coverings are mandatory in Connecticut and on campus **regardless of your vaccine status**.

• Masks should fit snugly over your nose and chin.

• Fabric masks are appropriate for everyday use.
  - At least two layers of tightly woven cotton
  - Clean after each use!

• Consider bringing a spare – once a mask is damp from respiration, it is not as effective.

• Ineffective masks are gaiter-type coverings, bandanas and valve masks.
How to wear a mask properly

- Don’t wear mask below your nose
- Don’t leave your mouth/chin exposed
- Wear mask snugly over nose and under chin
ALWAYS...THROUGHOUT CAMPUS AND OUR COMMUNITY (even after being vaccinated).

- Walking in buildings and throughout campus
- When in close proximity to others, whether indoors or outside
- In the bathrooms
- In the hallways

You may remove your mask on campus ONLY IF
- You are outside and alone. You must keep your mask handy, so you can put it on if others come within six feet of you.
- You are in your fully enclosed assigned workspace with the door shut.
- You are driving in your vehicle alone.
- You are eating and drinking, as long as you are alone or at least six feet apart from another person.
Universal masking is a critical prevention measure.

- If you encounter someone failing to comply with College safety protocols, please remind them of the expectation.
- Faculty leading a class in which a student arrives without their mask should send them back to their room to retrieve it.
- Staff who are leading a meeting or workshop and notice a person arriving without a mask should ask them to leave the space, and go put on their mask.
- If a faculty, staff or student repeatedly fails to follow prevention measures, submit an incident report in CamelWeb. Follow-up will be done by the appropriate department head/chair or dean.
Watch Your Distance

• Maintain at least six feet of physical distancing from others at all times.

• Comply with all wayfinding signage, including entering and exiting campus buildings and rooms, in the designated manner.

• New room configuration and seating designations are in place to mitigate risk of exposure.

• For group meetings, new locations may be necessary to facilitate distancing. Consider a larger space, outdoor setting or virtual format.
Wash Your Hands

• Wash your hands thoroughly with soap and water for 20-plus seconds.

• If soap and water are not readily available, use a hand sanitizer that contains at least 60 percent alcohol.

• Wash your hands frequently throughout the day, including before and after touching your mask.
The College has revised its daily cleaning protocols to reflect best practices that reduce the potential for exposure to COVID-19. These protocols include routine disinfection of high-touch surfaces, such as door handles, handrails and elevator buttons in high-traffic, communal-use areas and more frequent cleaning of campus restrooms. More specifically:

- Common areas are cleaned daily.
- Bathrooms are cleaned and disinfected daily.
- As appropriate and based on traffic, touch points are cleaned and disinfected at least daily.
- Although limited in number, custodians will be on campus during weekends.

For more information, visit the Path Forward Site.
Campus Cleaning Protocols

- EPA-registered cleaning products will be made available for building occupants, facilitating the cleaning and sanitizing of areas and equipment before and after use.

- Hand sanitizer dispensers will be installed at the entrances to all buildings and high-use areas where hand-washing is not readily available.

- Offices and departments will be provided cleaning/disinfecting supplies for use in personal work areas, and employees are expected to wipe down work surfaces and equipment routinely before and after use. Cleaning/disinfecting supplies will also be provided in all classrooms with instructions for their use.
We all play a part in prevention.

Clean and disinfect frequently touched surfaces in your work space before and after each use with approved disinfectants.

- Computer, keyboard and mouse
- Doorknobs and door handles
- Faucet handles and light switches
- Phones
- Tables, desks and countertops
- Tools and other shared equipment
Travel Restrictions

- College-sponsored travel is prohibited until further notice.
- As of January 2021, almost all states are listed on the Connecticut State advisory list.
  - If you have traveled from one of these locations, you must submit a CT Travel Health Form upon return to CT and quarantine as directed.
  - If you work or teach on campus, you must also submit a Travel Registration Form to the College and follow the College’s travel quarantine requirements.
- Contact Steve Langlois, director of environmental health and safety, if you have questions.

For more information, visit the Path Forward Site.
Campus Testing
Campus Testing

OVERVIEW:

• Testing Program
  • Onboarding Testing
  • Surveillance Testing
• Campus Testing Center
• Testing Notification
ONBOARDING TESTING

• Faculty and staff who have been absent from campus during the winter break must participate in onboarding testing and receive a negative test prior to returning to campus.

• All students who left campus for the winter break will also participate in onboarding testing as part of their return to campus in February.
**Testing Program**

**SURVEILLANCE TESTING**

Our robust surveillance testing program will continue throughout the semester. It provides close monitoring of the health of the campus and enables quick identification of positive individuals so that they may seek care and prevent virus transmission. Testing schedules are determined based on the number of days you are on campus. Staff work locations will be the same in the spring as they were in the fall unless they have been notified of a change from their supervisor.

- Students who live and/or learn on campus will be tested twice a week.
- Faculty and staff who are scheduled to work on campus three or more days a week will be tested twice a week.
- Faculty and staff who are scheduled to work on campus 1-2 days a week will be tested once a week.
- Faculty and staff scheduled to work in a rotation with others in their offices/departments and may only be on campus periodically will be tested once a week.
If you are experiencing symptoms consistent with COVID-19, stay home and call your healthcare provider or an urgent care facility to determine if a **symptomatic test** is necessary.

- Symptomatic testing is **NOT** part of the campus testing program.
- If you experience any COVID-19 symptoms, **do not go the campus testing center** and you are not permitted on campus while you wait for your symptomatic test results.
- If you are diagnosed with COVID-19 and were on campus 48 hours prior to the onset of symptoms or positive test, you must notify the **Director of Environmental Health and Safety** for contact tracing and quarantine purposes:
  - **Steve Langlois, Director of Environmental Health and Safety** at (860) 439-2252 or steven.langlois@conncoll.edu with questions or to report your status.

You must not return to campus until cleared by your health care provider following your COVID-19 diagnosis.
Campus Testing Center

- Our testing center is located in the Athletic Center.
- **Frequency of testing for faculty and staff:**
  - On campus three or more days per week will test twice a week.
    - Days: you are assigned either Mon/Thurs OR Tues/Fri.
    - You may not change your days
    - Schedule your times in the CoVerified app.
  - On campus one or two days a week will test once a week.
    - Days: select your day and time based on appointment availability.
- All campus COVID-19 testing participants should:
  - Report to the testing center at your assigned testing day(s) and time, **as long as you are not experiencing COVID-19 symptoms**
  - Follow all safety protocols and signage
  - Follow proper sample collection steps
  - Cooperate with testing center staff who are overseeing and implementing testing
Test Notification

Once samples are received at the Broad Institute, results are typically processed in approximately 24 to 36 hours.

• If you test negative:
  • You will receive notification via the CoVerified App
  • You may go about your day and continue monitoring your symptoms daily through the app.
  • You should continue to participate in weekly testing on campus.
Test Notification

If you test **positive**, you will be notified by the College Doctor and will include instructions as to what to do next:

- **Isolate immediately**: If you are on campus (or anywhere other than home), you should have your mask on and go home immediately. If you are home, you should remain home and isolate yourself from others.

- You should be in touch with your healthcare provider or urgent care as soon as possible.

- You should notify your department head/chair of your absence from campus and the impact that it will have on your work.

- The Director of Environmental Health and Safety will call you to initiate contact tracing and work closely with Ledge Light Health District for off campus individuals.
RETURN TO WORK AFTER A POSITIVE TEST RESULT

- College employees will be notified by Human Resources about the steps needed to return to work on campus after having tested positive for COVID-19.

- Contract partners will hear from their employer.
Campus Testing

We have adopted a rigorous testing protocol to prevent and mitigate potential COVID-19 outbreaks on campus and in the community.

• Faculty and staff who are not participating in the College’s testing program are not allowed on campus without pre-registering their visit by submitting a Campus Access Request form.
  • Visits should be infrequent, brief and involve minimal contact with others.
  • Requests will be approved if the employee is not quarantining, is not experiencing COVID-19 symptoms and has not been recently diagnosed with COVID-19.
• Access to campus will be limited to the main College entrance, and a Connecticut College identification (Camel Card) must be presented upon arrival at the Gatehouse. All College safety protocols must be followed while on campus. This includes wearing a face mask at all times and maintaining a social distance from others.
Isolation and Quarantine
Isolation and Quarantine

OVERVIEW:

• Overview of Student Onboarding Quarantine
• Isolation and Quarantine Protocols
• Contact Tracing Information
Student Onboarding Quarantine

Onboarding quarantine for students is an important step in the repopulation of campus and to help prevent the spread of COVID-19 on campus and in the local community.

- All students are expected to comply with the onboarding quarantine requirement that is based on state guidance and public health guidelines.

- All students will need to **quarantine on campus** until they have received four negative test results from the campus Testing Center. We anticipate onboarding quarantine to be completed by Feb. 16 or 17 depending on your arrival day.

- During this period, students will participate in testing, engage virtually on campus and have very limited time out from their residence hall. They will NOT be able to hang out with friends, leave campus or be out in the community.

- Bracelets will be distributed to students who are living on campus (blue) and off campus (yellow) to assist in who has access to campus.
ISOLATION:

IF YOU TEST POSITIVE WITH COVID-19:

• You must stay home.
  • You will not have access to campus and should not be out in the community.
• Contact your healthcare provider for medical guidance and treatment.
• Notify Steve Langlois, Director of Environmental Health & Safety, at 860-439-2252 to ensure appropriate contact tracing.
• Inform your department head/Chair of your absence from campus and impact that will have on your work.
• If you are well enough and are able to fulfill your job responsibilities remotely, you are expected to continue working.
• Benefits eligible staff who cannot fulfill their job responsibilities while isolating, may use COVID-19 Paid Leave, if available.

CONTINUED >
You will not participate in campus testing for 90 days following the positive test per current CDC guidance.

The duration of isolation is based on an individual’s health. General isolation guidelines indicate a person must isolate for at least 10 days from the onset of symptoms/positive test, AND their symptoms must be improving, AND they are fever free without the use of medication for at least 24 hours.

Prior to returning to campus, faculty and staff must provide Human Resources with a release to work note from their treating healthcare provider.
CONTACT QUARANTINE is required for people who have had known exposure and/or close contact with a person positive for COVID-19 as determined by a contact tracer.

- Contact Tracers determine close contact based on a risk assessment matrix designed by healthcare professionals and based in current COVID-19 science.
- If you are identified as a close contact, the College will require you to quarantine for 9 days from the last known contact AND receive a negative test from the College testing center before returning to campus.
- If you are identified as having close contact on campus with a person positive with COVID-19, you will most likely be notified by the Campus Contact Tracing Team. However, contact tracing is a larger state initiative and you will be notified by a community public health official if your exposure was not campus-related.

CONTINUED >
If you are notified to Contact Quarantine:

• Please stay home to stop the transmission of the virus. You will not have access to campus and should not be out in the community.

• Inform your supervisor or department chair of your absence from campus and the impact that will have on your work. If you are able to fulfill your job responsibilities remotely, you are expected to continue working. Benefits eligible staff who cannot fulfill their job responsibilities while quarantining may use COVID-19 Paid Leave, if available.

• Complete and submit a Quarantine Registration Form online.

• Continue to monitor your symptoms daily and contact your healthcare provider if something should change.

• Follow return-to-campus protocols provided by Steve Langlois, director of environmental health and safety.
Travelling Quarantine

Stay home following travel to a location with a COVID-19 travel advisory:

- Please stay home to stop the transmission of the virus. You will not have access to campus and should not be out in the community.
- Follow CT travel advisory requirements and submit the CT Travel Health Form to the state.
- Inform your supervisor or department chair of your absence from campus and the impact that will have on your work.
  - If you are able to fulfill your job responsibilities remotely, you are expected to continue working.
  - Benefits eligible staff who cannot fulfill their job responsibilities while quarantining may use COVID-19 Paid Leave, if available.
- If you work on campus, complete and submit the College’s Quarantine Registration Form online.
- Continue to monitor your symptoms daily and contact your healthcare provider if something should change.
- Follow return-to-campus protocols provided by Steve Langlois, director of environmental health and safety.
Isolation and quarantine guidelines are important measures to ensure a safe repopulation of campus and prevent the spread of COVID-19 within our campus and community.

- Cautionary quarantine may be put into place on campus due to state regulations or due to changing public health conditions on campus, in the region or in the state.

- Compliance is critical to limit the spread within the community.

- Campus measures and restrictions may change based on campus health conditions or federal/state guidance. Abide by all mitigation measures and restrictions communicated to you by the College.
Contact Tracing

• Contact tracing is a known public health strategy to stop the transmission of the virus.

• Faculty and staff who test positive for COVID-19 will work with the Campus Contact Tracing Team to identify their exposure and close contacts. Steve Langlois, director of environmental health and safety, is the point person for faculty and staff and will work closely with Ledge Light Health District to ensure thorough contact tracing. Contact tracers will follow up with close contacts to notify their need to quarantine. No names will be shared regarding how they were exposed.

• **Time is of the essence.** You must quickly respond to and cooperate with contact tracers and are expected to provide honest and complete answers to their questions in order minimize outbreaks.

• Campus contact tracers are trained professionals who successfully completed training through Johns Hopkins Bloomberg School of Public Health. The campus team will be working closely with the Department of Public Health and our local Ledge Light Health District.
DINING:
• Humphrey's will offer grab & go lunches to faculty and staff only beginning Feb. 8.
• When feasible, we encourage you to find an outdoor location or where you can maintain a physical distance to enjoy meals on campus.
• Harris and the other dining outlets are currently closed to faculty and staff.

ACADEMICS:
• Classes begin on Feb. 8 virtually during the onboarding quarantine period.
• Masks should be worn by faculty, instructors and students.
• If someone forgets, please remind to put on their mask before entering campus buildings.
• Learners should maintain classroom configurations established to support physical distancing and faculty and students should follow cleaning protocols.
CAMELS CARE

Campus Engagement

STUDENT ENGAGEMENT:

- Students will participate in Mandatory Onboarding Town Hall meetings upon arrival and will have to successfully complete the COVID-19 Education Moodle course.
- Students who are new to Conn will engage virtually for orientation.
- Student clubs/activities will only meet virtually until further notice.
- Students have also been given expectations and guidance on socializing on campus.
- Students living off campus met with Student Life staff to discuss being positive community members, COVID-19 related expectations and consequences for non-compliance.
While campus may feel different this spring, faculty and staff should consider alternate ways to engage the community as they plan for the semester.

Consider building time at the beginning of the semester for introductions so that classmates know each other.

Where appropriate, consider wearing your name tag so that others may recognize you more easily with your mask on.

The foundation of everyone’s planning should focus on safety first, a key tenant of public health.
We are approaching the one-year mark of this global pandemic. While there is renewed hope with the vaccination roll out, we understand this may continue to weigh heavily on you.

- Conn College Employee Resources for COVID-19 Concerns
- Conn College Employee Assistance Program (EAP)
- Ledge Light Health District for New London County
- Connecticut Department of Public Health
- Centers for Disease Control and Prevention: Coronavirus (COVID-19)
- NAMI COVID-19 Information and Resources
Remember the 3 Ws!

Wear a mask!

Wash your hands!

Watch your distance!
Thank you! Remember...

CAMELS CARE

Connecticut College