

Hudson Valley Community College
COVID-19 Classroom and Student Protocols
Revision Date: August 24, 2020

Hudson Valley Community College is committed to taking all possible precautions to prevent the spread of COVID-19. Multiple levels of controls have been implemented, but the active participation of the entire campus community is also needed. All students are expected to be courteous and respectful of each other's health and observe the practices included in these protocols. These protocols are in effect until further notice and are subject to change as additional information becomes available.

If you are sick, have been exposed or are at risk of complications

If you are sick for any reason, stay home and contact your instructor and Health Services at (518) 629-7468 or healthservice@hvcc.edu. Contact your own health care provider for advice and care, concerns over potential exposure or to request testing for COVID-19. You can also call the NYS Health Department Coronavirus Hotline at 1 (888) 364-3065 to request testing.

If you have tested positive for the virus or have been in contact with someone who has tested positive, follow the guidance of your local health department and communicate with your instructor and College Health Services. Students subject to quarantine or isolation must receive clearance from College Health Services prior to returning to class.

If you have underlying medical conditions increasing your risk of developing more serious complications, you should contact your own health care provider and ask them to send any medical documentation identifying you as being at risk of more serious complications to Health Services by fax at (518) 629-7471 or by email to healthservice@hvcc.edu. As a reminder, the college's Center for Access and Assistive Technology coordinates accommodations for students and employees with chronic or temporary health problems and can be reached at (518) 629-7154 or caat@hvcc.edu.

Travel

New York State has issued a [Travel Advisory](#) enacting a 14 day quarantine requirement for travelers arriving from states with significant rates of transmission. Currently, New York State does not require a mandatory 14-day quarantine for international travelers. However, Hudson Valley Community College requires that **all faculty, staff, students, visitors and contractors remain off campus for 14 days after returning from any international travel or after traveling from a U.S state on the New York State list for required quarantine.**

All students and employees traveling from a restricted state or an international location, whether by air or by other means of transportation, are required to complete the [New York State Traveler Health Form](#) at the airport or online and submit a photo or screenshot of the last page to Health Services at healthservice@hvcc.edu. Anyone who has traveled internationally or to a designated state must also contact [College Health Services](#) at (518) 629-7468 for guidance before returning to campus. For up-to-date travel guidance, please refer to [CDC's Coronavirus Disease 2019 Information for Travel](#) and the [New York State COVID-19 Travel Advisory](#) webpage. Please also familiarize yourself with the college's [Travel Protocols](#).

Health Screening

All individuals are required to complete a daily health screening process before being allowed access to campus. The screening process includes a health questionnaire, which should be completed online prior to reporting to campus whenever possible, and a contactless temperature scan. When arriving on campus,

proceed directly to one of the health screening stations. When arriving at the screening location, you will need to answer health screening questions or show your mobile device with timestamped confirmation that you have completed the questionnaire online that day. You will then have your temperature taken and receive a color-coded wristband. You must wear the wristband at all times while on campus. New wristbands will be issued each day. If you have a temperature of 100.4 degrees F or higher, or have answered yes to one of the survey questions, you will be sent home with further instructions and a Health Services nurse will contact you. If you feel sick, have symptoms associated with COVID-19, or have tested positive or been in contact with someone who has tested positive within 14 days, please stay home and do not come to campus until you have spoken to and been cleared by Health Services.

For more information and current screening locations, refer to the [Health Screening Process and Procedures](#).

Social Distancing

Keep six feet away from others at all times unless safety or the nature of the task requires a shorter distance. Students should give each other six feet of space while waiting for a class and while entering a classroom. Students should avoid large groups or gatherings. If gatherings are necessary, they should be done outside and at least six feet away from each other. The total number of people in a classroom or gathering is currently limited by New York State to the maximum number that allows for six-foot distancing or 50 people, whichever is lower.

For more information, refer to the [Social Distancing and Personal Hygiene Protocols](#).

Face Coverings

Face coverings are required to be worn over the mouth and nose at all times in common spaces on campus, including in classrooms and hallways and whenever you are around other people. Coverings are not required if you are outside and maintaining at least six feet of distance from others at all times. Students are encouraged to provide their own face coverings. A limited supply of disposable masks will be available in health screening locations, student support areas and from instructors for students who do not have their own masks. Coverings with an exhalation valve are not permitted unless covered by a mask. If a student is not able to wear a face mask or cloth covering for medical reasons, they should notify their instructor and the Center for Access and Assistive Technology at (518) 629-7154 or caat@hvcc.edu. As supplies permit, the student will be issued a face shield that will be required to be worn whenever a mask is required. No additional documentation is required.

For more information, refer to the [Face Mask and Glove Protocols](#).

Food and Drink

No eating is permitted in classrooms and learning spaces. Drinking from containers with a cover or cap is permitted in certain classrooms, with the permission of the instructor. When eating in the café locations, students should maintain six feet of distance from all others, except for family and household members. Students should eat or drink in their vehicles or outdoors whenever possible.

Personal Hygiene

Wash your hands often with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands. Cover all coughs and sneezes.

Disinfection

The college is conducting enhanced cleaning and disinfection daily. In addition to these measures, students are asked to disinfect shared desks, chairs, tools and other objects in the classroom before and after each use. The instructor is also asked to disinfect high-touch surfaces (doorknobs, light switches, etc.) and to document this on the Classroom Disinfection Log. Individually packaged Purell Hand Sanitizing Wipes with alcohol are provided in each classroom and should be used to wipe surfaces until visibly wet. Surfaces should be allowed to dry before touching.

Note: These wipes should not be used on touchscreens. Only 70% isopropyl alcohol should be used on screens. Gloves should be worn when touching shared screens and devices if isopropyl alcohol is not available or the touchscreen should be covered with a bag or plastic film.

For more information, refer to the [Cleaning and Disinfection Protocols](#).