

# HEARTLAND COMMUNITY COLLEGE COVID-19 STANDARD OF CARE | PHASE 4 REVITALIZATION TIER 3 MITIGATION OPERATIONS

Heartland Community College is conducting operations in accordance with the Illinois Office of the Governor's Restore Illinois Plan.

At each phase of this plan, the College has developed rules and procedures to protect the health of individuals and the community.

**Under the Phase 4 (Revitalization) stage, the College is resuming some on-site operations for limited groups with safety precautions and procedures in place.**

## STUDENTS, EMPLOYEES AND GUESTS RESPONSIBILITIES FOR ON-CAMPUS ACTIVITIES INCLUDE:

- Limited numbers of persons are permitted on campus for approved activities while maintaining Illinois Department of Public Health safety guidelines.
- Activities are limited to groups of 10 or fewer individuals.
- Students, employees and visitors must wash or sanitize hands upon entry. Sanitizing supplies are provided to those entering buildings. Authorized personnel in buildings are expected to help sanitize common touch points in areas they have occupied.
- Face coverings of the mouth and nose are required on campus to help prevent spread of virus to surfaces and others.
- Social distancing rules of 6 feet or more apply.
- Cover your nose and mouth with a tissue to sneeze or cough and wash your hands immediately thereafter.
- Persons feeling ill or are exhibiting symptoms of a fever at or above 100.4°F, new onset cough, weakness or fatigue, sore throat, loss of smell or taste, should not come to campus.
- Employees are required to promptly notify the Executive Director of Human Resources if they have tested positive for COVID-19.
- Unless otherwise authorized by the Executive Director of Human Resources, employees who have tested positive can return to work upon certification from a health care professional that they are no longer actively infected.
- Students and employees must review the specific safety guidance and procedures for their area of operation (ie: classroom, workspace, lab, etc.) and comply. This specific guidance will be provided by instructors and supervisors.

Failure to comply with these standards may result in disciplinary actions.

**Remember, these standards are implemented to protect the safety of all College community personnel, including yourself.** Please comply and help us all remain safe.

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The College places a high priority on the safety and security of everyone in any College facilities. To that end, the College will continue to take reasonable precautions to help prevent the spread of the COVID-19 virus among the College community.

## College responsibilities for on-campus activities include:

- Maintain joint response and recovery planning throughout the COVID-19 pandemic.
- Provide high quality educational programs allowing students to reach their desired goals and objectives.
- Maintain communications with local and state public health agencies.
- Enact appropriate safety guidelines recommended by local and state public health agencies.
- Limit access to the College to minimize opportunities for transmission of the virus.
- Comply with Gubernatorial Proclamations, Executive Orders, or other lawful orders.
- Reduce class sizes to ensure social distancing is available.
- Provide nightly deep cleaning and sanitizing of College facilities.
- Provide daytime cleaning and sanitizing after every class.
- Provide appropriate Personal Protective Equipment for those who may require it.
- Continue to communicate with the College community and provide periodic updates on the pandemic and response actions taken.
- Work with county health departments in completing contact tracing and other appropriate actions when a confirmed or suspected COVID-19 case affects the College community.
- **Do our best to keep you safe.**

*As of November 19, 2020*