FACULTY GUIDEBOOK

COVID

SLCC ❤️ STUDENTS
this much!

6ft.

SLCC ❤️ STUDENTS
this much!

6ft.

6ft.
WHAT SHOULD I DO IF...

| Student Has Possible Exposure and needs to Quarantine  
(Student has attended class on-campus) | If a student reports a possible exposure faculty should respond with the following: “SLCC is committed to assisting students in following CDC protocol and encourages you to follow the CDC recommendations. SLCC will provide you with the opportunity for make-up work.” |
|---------------------------------------|---------------------------------------------------------------------------------------------------|
| Student Reports a Positive Test Result to the Instructor  
(Student has been on-campus and in-class within 48 hours of positive test) | Report positive students here. Vaccinated faculty do not need to quarantine. You are considered vaccinated if you have completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are boosted OR have completed the primary series of J&J over 2 months ago and have received the booster. I Send Template Letter 1 |
| Student Reports a Positive Test Result to the Instructor  
(Student has NOT attended class on-campus) | Report positive student here. No letter is sent. |
| Instructor Tests Positive | Report positive result here. Contact your supervisor. Move instruction remote for 5 days. If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house. Continue to wear a mask around others for 5 additional days. If you have a fever, continue to stay home until you are fever free for 24 hours without the use of fever-reducing medication. Send Template Letter 2  
Opt 1: Approval for remote work in this instance is covered by the faculty blanketed remote work form. |

Note 1: For unvaccinated faculty and vaccinated individuals that have completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted OR individuals that have completed the primary series of J&J over 2 months ago and are not boosted, please contact your supervisor and send template letter 2.

Note 2: Additionally, faculty members who have medical concerns for which accommodations will be needed should work directly with their medical professional and human resources.

EMAIL TEMPLATE 1 - MOVE TO REMOTE - SPECIFIC INDIVIDUALS

Positive Result, Student attended class within 48 hours of positive test

Dear Students:

A positive COVID-19 case was reported in class. Class will be held remotely until (insert date) for unvaccinated students and vaccinated individuals that have completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted OR individuals that have completed the primary series of J&J over 2 months ago and are not boosted. You should (insert something on what students should do next – check canvas, sign on to WebEx, etc.)

You are encouraged to follow CDC protocol:

- Please practice social distancing and other preventive strategies.
- Be alert for symptoms.
  - Watch for fever*, cough, or shortness of breath, or other symptoms of COVID-19
- Check temperature if symptoms develop.
- Follow CDC guidance if symptoms develop.

To ensure the safety of all classroom participants, contact me if you begin to experience symptoms or test positive for the virus. Confidentiality will be maintained at all times.

Thank you,
Instructor
EMAIL TEMPLATE 2 - MOVE TO REMOTE - EVERYONE

Positive Result Faculty Member

Dear Students:
A positive COVID-19 case was reported in class. Class will be held remotely until (insert date). You should (insert something on what students should do next – check canvas, sign on to WebEx, etc.)

You are encouraged to follow CDC protocol:

- Please practice social distancing and other preventive strategies.
- Be alert for symptoms.
  - Watch for fever*, cough, or shortness of breath, or other symptoms of COVID-19
- Check temperature if symptoms develop.
- Follow CDC guidance if symptoms develop.

To ensure the safety of all classroom participants, contact me if you begin to experience symptoms or test positive for the virus. Confidentiality will be maintained at all times.

Thank you,
Instructor

WHEN TO RETURN TO CLASS

Students who have tested positive for COVID-19 may return to class following the guidelines below:

<table>
<thead>
<tr>
<th>You Can Return to Class If</th>
<th>You Can’t Return to Class If</th>
</tr>
</thead>
<tbody>
<tr>
<td>You have stayed home for 5 days. and If you have no symptoms or are fever free for 24 hours without the use of fever-reducing medication and your other symptoms are resolving after the initial 5 days of isolation.</td>
<td>If you continue to have fever or if your other symptoms have not improved after the initial 5 days of isolation. Instead, you should wait to end your isolation (a full 10 days) or until you are fever-free for 24 hours without the use of fever-reducing medication and your other symptoms have improved.</td>
</tr>
</tbody>
</table>