

What to Expect When Returning to Campus

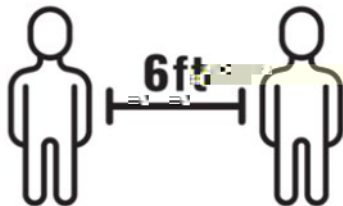
Phased Return

Durham Tech will phase in a return of employees and students in a coordinated process to ensure appropriate safety protocols are followed. Durham Tech will phase in a return of employees and students in a coordinated process to ensure appropriate safety protocols are followed. Before arriving to a Durham Tech campus, please be sure that you and any members of your household are free from any of the following COVID-19 symptoms: A 100 degree (F) or higher fever, a cough, acute shortness of breath or difficulty breathing, chills, repeated shaking with chills, acute headaches and/or body aches, muscle pain, recent/unexplained loss of taste and/or smell, sore throat, nausea, vomiting, and/or diarrhea. If you or any members of your household have experienced any of these symptoms, you must not visit the campus.

These efforts will be tightly coordinated to mitigate potential risks and ensure the safety of our campus community. Compliance with the policies and protocol are required for continued access. For more information regarding requirements, please refer to the College's [COVID-19 Response page](#).

Personal Safety Practices

Maintaining space between you and others is a best practice and required on all campuses to avoid exposure to the COVID-19 virus and slow its spread. Because people can spread the virus before they know they are sick, it is important to stay away from others whenever possible, even if you have no symptoms. Physical distancing is especially important for people who are at higher risk. Individuals on campus must follow these physical distancing practices:



- Stay at least 6 feet (about 2 arms' length) from other people.
- Do not gather in groups.
- Stay out of crowded places and avoid mass gatherings.



Face masks/coverings (e.g., disposable masks, cloth face coverings) must be worn by all individuals while on campus, both indoors and outdoors. The face covering must cover your nose and mouth and be secured under the chin.

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The face shield is designed to provide eye protection, and individuals may choose to wear a shield in addition to a face mask or covering. Using both is acceptable. Using only the face shield is not acceptable.

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, using the restroom, or after blowing your nose, coughing, sneezing, or before and after eating. 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 (20 seconds). Avoid touching your eyes, nose, and mouth with unwashed hands.

Using Restrooms

Restroom usage should ensure physical distancing is achieved. This may require the use of signage to indicate when a restroom is occupied.

Using Elevators

Elevator usage should ensure physical distancing is achieved. Sharing an elevator is not recommended. If you are using the elevator, wear your face mask/covering and wash your hands or use hand sanitizer with 60% alcohol upon departing the elevator. Housekeeping staff will be wiping down elevator buttons frequently during the day.

Food and Water

If obtaining food from dining sites on campus, you should wear your face mask/covering when picking up food. If you are eating in your work environment (e.g., break room, office, etc.), maintain 6 feet distance between yourself and others. Individuals should not sit facing one another. Eating alone is encouraged. Observe occupancy limits and avoid crowding of break rooms. Common break room food and beverage items should not be utilized (e.g., shared coffee pots, shared water pitchers, etc.).

Conventional water fountains should not be used. Individuals are encouraged to bring personal water bottles and utilize water-bottle filling stations located in various locations on each campus.

Building Cleaning and Disinfecting Procedures

Enhanced cleaning protocols are in place on campus for high-risk/high-touch areas (e.g., door handles, light switches, handrails, interior doors, door push plates, common spaces, flat surfaces such as tables, chairs, etc.).

of their visits and to receive additional guidance (919-537-5293 or davisj@durhamtech.edu). For more information and specific details, consult the [Campus Exposure Procedure](#).

Travel

Individuals who are planning to travel outside of North Carolina should refer to the [travel guidelines](#) provided by the Centers for Disease ContrBT5.6 (D)-1.2 (i)J 0.002 Tw 20 -29.3 (.7 (he)3)0.1 ()-5(e)J 1 ()-5(n7 (o)1.7 /qr)-

Meetings and Activities

All activities and meetings for student clubs and organizations will only take place virtually. For additional information regarding student activities happening this semester, contact the Coordinator for Student Life (umbergerg@durhamtech.edu).

Employees

The College will continue to encourage employees to telework whenever possible while operating under the [State of Emergency Working Arrangements](#) (Telework) policy.

Employees who teach a course that occurs on-campus are authorized to be present when the class is scheduled as well as a reasonable amount of time before and after the class. Employees who are participating in instructional activities that support a fall course are authorized to visit campus when that activity is scheduled as well as a reasonable amount of time before and after that activity. Similarly, employees who are participating in scheduled student support services appointments are authorized to be on-campus when appointments are scheduled as well as a reasonable amount of time before and after the appointments. If an employee is

of separation for physical distancing requirements. During your time on-site, you are encouraged to communicate with your colleagues and supervisors using available technology.