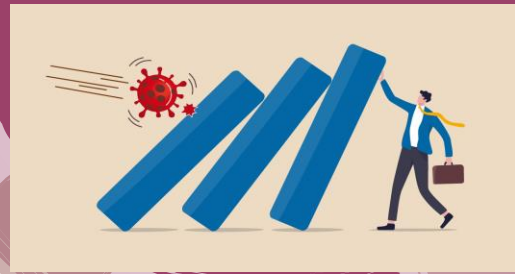


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Covid-19 Protocol

To prevent you, your classmates, and our staff and instructors from contracting and spreading the virus, ICC will adhere to the following guidelines:

COMING TO SCHOOL

All students, who attend hybrid classes will be screened. Students will enter reception area one-by-one. Reception area is protected by glass and allows no physical contact with staff. Staff will take student's temperature through the glass opening and will open the door to the classroom area **ONLY** if the temperature of the student is normal, and the student wears a mask in a proper fashion. All whose temperature exceeds the normal 99F, will be required to stay home.

CLASS MODALITY

Classes will be available to all students **live online and in hybrid format**. Hybrid option involves small in-person classes, activities, and events not to exceed 5 people at a time. Individuals remain spaced at least 6 feet apart and do not share objects. Students will wear mask at all times while in class. Hand sanitizers are available at the reception, office, and every classroom. Graduation ceremony will be held virtually.

PROMOTING BEHAVIORS THAT REDUCE SPREAD

Staying Home or Self-Isolating when appropriate: students who have flu-like symptoms, covid symptoms, tested positive, or have been potentially exposed to someone with covid would be asked to stay home and follow CDC guidelines for self-isolations. All students under such circumstances are welcome to join classes live online, assuming they are feeling strong enough to attend virtually.

Hand Hygiene and Respiratory Etiquette: frequent hand-washing and hand-sanitizing; coughing and sneezing with a tissue or use the inside of an elbow.

Masks: wearing a mask will be mandatory on school premises at all times.

Adequate supplies: soap, paper towels, tissues, disinfectant wipes will be available on premises.

Signs and Messages: signs that promote everyday protective measures and describe how to stop the spread will be posted in highly visible locations.

MAINTAINING HEALTHY ENVIRONMENT

Cleaning and Disinfection: highly touched surfaces will be disinfected right after the end of each class. All students and staff will be encouraged to use wipes to sanitize their own spaces and lab/construction equipment.

Sharing Objects: personal disposable gloved will be provided to all students, who is scheduled to share lab or construction equipment. All equipment will be wiped before it is shared with the next student.

Modified Space Layout: seating/desks will be spaced at least 6 feet apart. Live online classroom will be open to all students to reduce the number of in-person attendees. When practicum is essential to training, students will be invited to attend in small groups on an individual schedule.

Communal Spaces will be closed at this time. Bathroom use will comply with CDC guidelines. No food will be allowed on school premises. Water bottles will not be shared. Water fountains will not be available.

MAINTAINING HEALTHY OPERATIONS

Protecting people at higher risk: instructors and students at higher risk of contracting the virus will be working/studying from home.

General Awareness: the school will adhere to the state guidelines related to group gatherings

Gatherings: in-person staff meetings and class meetings, including practicum training, will be limited to 5 people at a time and only when such gathering is necessary.

Telework/Virtual classroom environment: whenever possible, classes will be held live online. In-class and online students will be able to share the same learning experience at the same time.

Recognizing signs and Symptoms: Daily health self-checks will be encouraged. Students, who chose to report covid-related symptoms, will be treated with respect and according to any applicable federal or state privacy and confidentiality laws and regulations.

PREPARING WHEN SOMEONE GETS SICK

Advise sick individuals of home isolation criteria: Sick faculty, staff, or students should not return to in-person classes or IHE facilities, or end isolation until they have met CDC's criteria to discontinue home isolation.

Clean and disinfect: areas used by a sick person will be closed off until appropriate cleaning and disinfecting takes place.

Notify classmates and staff: ICC will notify faculty, staff and students immediately of any case of COVID-19, while maintaining confidentiality. All who had close contact with a person are to stay home and follow CDC guidelines should symptoms develop.