


# Student Return to Campus Plan



FALL 2021



 **COVID19 Employee Pre-Screen**

Welcome to Cerritos College COVID-19 Symptoms Pre-Screen Tool

This form must be completed each day by all faculty, staff, managers, and administrators who plan to visit Cerritos College within 4 hours of their visit. All essential employees must complete daily on each day they are working on campus. This form must be completed prior to coming on campus.

Do not complete this form if you are working remotely.

Hi \_\_\_\_\_, when you submit this form, the owner will be able to see your name and email address.

\* Required

1. Your Full Name \*

2. Your Manager \*

Please select your manager's email address from the list below.



# FALL 2021 STUDENT RETURN TO CAMPUS PLAN

## TABLE OF CONTENTS

<b>WELCOME!</b> .....	2
<b>SHARED RESPONSIBILITIES</b> .....	2
<b>CAMPUS COMMITMENT TO HEALTH &amp; SAFETY</b> .....	2
<b>5 STEPS BEFORE COMING TO CAMPUS</b> .....	2
<b>PHYSICAL DISTANCING</b> .....	3
<b>Crowd Management Expectations</b> .....	3
<b>Waiting Areas</b> .....	3
<b>FACE COVERINGS</b> .....	4
<b>IN-PERSON EVENTS &amp; ACTIVITIES</b> .....	4
<b>PARKING GUIDELINES</b> .....	4
<b>TRAVEL</b> .....	4
<b>STUDENT EXPECTATIONS</b> .....	5
<b>Expectations for Health Screenings</b> .....	5
<b>Student Conduct Expectations</b> .....	6
<b>C19 Liaisons</b> .....	6
<b>MANDATORY REPORTING</b> .....	7
<b>Expectations for Mandatory Reporting</b> .....	7
<b>POSITIVE COVID-19 CASES</b> .....	7
<b>Academic Accommodations</b> .....	7
<b>Return-to-Campus</b> .....	7
<b>ACCESSING STUDENT SERVICES</b> .....	8
<b>DINING AND FOOD SERVICES</b> .....	8
<b>BOOKSTORE</b> .....	9
<b>APPENDIX A: Student Safety Protocols Statement</b> .....	10

## WELCOME!

We are excited for the start of a new semester, and the opportunity to serve students both online and in person. This document is drawn from the larger [Fall 2021 Return to Campus Plan](#) to provide an overview of resources, important information, and tips for students.

For the most up-to-date information and resources on the Cerritos College response to COVID-19, please review our website frequently: [www.cerritos.edu/COVID-19](http://www.cerritos.edu/COVID-19).

## SHARED RESPONSIBILITIES

Employees and students share the same responsibilities to maintain social distancing, wash/disinfect their hands, wear face coverings, and stay home when sick. Only those employees and students who have been cleared by the District will be allowed on campus. The District will properly clean and disinfect workspace and instructional spaces on a daily basis. The District has established protocols to clean and disinfect high-traffic areas to maintain a safe work environment.

## CAMPUS COMMITMENT TO HEALTH & SAFETY

We have implemented practices such as daily employee and student health screenings, requiring face coverings and social distancing practices to keep our campus healthy.

## 5 STEPS BEFORE COMING TO CAMPUS

1. **Required Health Screening:** Before you arrive to campus, complete the health screening COVID-19 questions online within four (4) hours of your arrival

### Pre-Screening Portal

- Visit the Optimum HQ portal every morning before visiting campus to complete your health status check-in
- Log in to the portal <https://athome.optimumhq.com/>
- Set your username and sign in
- Once you've signed in, you will be asked to provide your own personal password
- Complete the health check in questions

2. **Clearance:** Once approved, you will be cleared to come to campus
3. **Mask up:** Wear your face covering over your nose and mouth when you arrive to campus. Face coverings must be worn at all times inside offices and classrooms
4. **Wristbands:** Visit the health screening kiosk to get your wristband. Wristbands must always be worn on campus
5. **Report your Symptoms:** If you have been to campus, you are required to report to Student Health Services if you:
  - Receive a positive COVID-19 test
  - Experience COVID-19 related symptoms
  - Have been in close contact with someone who is COVID-19 positiveContact Student Health Services at: (562) 860-2451 Ext. 2321 (press option 3)

## PHYSICAL DISTANCING

According to the Center for Disease Control (CDC), social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home.

Physical distancing is recommended by health authorities as the most effective single method of avoiding the spread and contraction of COVID-19. The District will maintain this guideline to ensure proper physical distancing in classrooms and offices.

Expectations for Physical Distancing at All District Locations (Indoors and Outdoors):

- A minimum of six-feet distance will be remained at all times in employee workspaces, lobbies, classroom, labs, campus interior including quad and walkways and other common areas, both indoors and outdoors.
- Any outdoor activities will also adhere to a minimum of six-feet distance at all times.
- Other physical distancing measures include the following:
  - Restrict the number of people accessing buildings, meeting rooms, labs, classrooms, elevators, other common use areas, and restrooms at any given time.
  - No buffet style food and beverages in meetings and public spaces. Catered boxed meals are acceptable.

## CROWD MANAGEMENT EXPECTATIONS

Students may be on campus for class and to access services. All students should minimize the amount of time they are on campus to reduce unnecessary crowding in common campus spaces, and should practice social distancing while on campus.

Crowd management rules include:

- Park in designated student parking lots
- If you arrive by public transportation or are dropped off, move directly from your drop off/entry point to your classroom entry point
- Walk to your class following the designated entry path, follow all directional signage posted
- Enter and exit your building or classroom at the entry/exit point
- Use the provided sanitizer to sanitize your hands when entering and leaving the classroom and building
- Disinfecting wipes will be provided to clean your workstation when requested by your instructor
- Take your break without congregating with other students
- Always follow social distancing guidelines

## WAITING AREAS

Students should only come to campus to attend class and/or receive services. At times this may mean there will be a break between classes and/or appointments.

The following are recommended areas to wait, while following physical distancing requirements above:

- Outdoor seating – benches and tables throughout campus
- Shade structure seating
- Open lawn and grass areas
- Library – for study space (capacity limits apply)
- Student Center – currently closed for repairs, anticipated to be open by October 2021 (capacity limits apply)

Check in with the Student Activities Office for available lawn chairs to check-out. When checking out a chair students must leave a photo ID (student ID, license, CA ID, etc.).

## FACE COVERINGS

Everyone must wear a face covering over their nose and mouth at all times indoors. Individuals unable to wear a face covering due to a medical condition must contact [Student Accessibility Services](#) (for students with disabilities). Accommodations may be made as each case has unique circumstances.

### **Face Coverings for Indoor and Outdoor relating to Gyms and Fitness Activities:**

Students, faculty and staff must wear an appropriate face covering that covers the nose and mouth at all times while indoors. Masks should be changed if they become wet, stick to a person's face, or obstruct breathing.

- Masks with one-way valves must not be used. Masks that restrict airflow under heavy exertion (such as N95 masks) are not advised for exercise.
- Mandatory use of face coverings (or PPE as appropriate) must always be worn while in inside District buildings, classrooms, and labs.
- Students and employees instructed by their medical provider that they should not wear a face covering must wear a face shield with a drape on the bottom edge, to follow State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred.

## IN-PERSON EVENTS & ACTIVITIES

The CDC continues to recommend avoiding large events and gatherings, and Cerritos College will continue to monitor state and local public health recommendations and will issue guidance in attending off-campus conferences and events prior to the beginning of the fall semester.

Until further notice, there will not be any in-person student events, activities, club meetings, etc. However – there will be many online event options! Review the campus calendar for upcoming events at [www.cerritos.edu/calendar](http://www.cerritos.edu/calendar).

The Associated Students of Cerritos College will hold in-person Cabinet and Senate meetings for voting members starting October 1, as required by the Brown Act. Non-voting members may attend via Zoom. More information available at [www.Cerritos.edu/ASCC](http://www.Cerritos.edu/ASCC).

## PARKING GUIDELINES

Parking permits will not be required for the Fall 2021 semester only. All employees and students must park in designated parking stalls/lots (YELLOW: Faculty and Staff, WHITE: Students) and will access buildings via pre-approved routes.

## TRAVEL

California Public health travel guidelines continue to change as COVID-19 cases increase or decrease in our state. According to the CDC update on June 10, 2021, the following guidelines apply after travel:

### **Fully Vaccinated**

Fully vaccinated people do NOT need to get tested or self-quarantine if they were fully vaccinated or have recovered from COVID-19 in the past 3 months. However, they should still follow all other travel recommendations.

## Unvaccinated

- Get tested with a viral test 3-5 days after travel AND stay home and self-quarantine for a full 7 days after travel.
- Even if you test negative, stay home and self-quarantine for the full 7 days.
- If your test is positive, isolate yourself to protect others from getting infected.
- If you don't get tested, stay home and self-quarantine for 10 days after travel.
- Avoid being around people who are at increased risk for severe illness for 14 days, whether you get tested or not.
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- Follow all state and local recommendations or requirements.

*Note: If you are taking in-person courses, and you are planning to travel and you are not fully vaccinated, contact your instructor(s) to plan/account for self-quarantine arrangements as applicable. The daily health screenings required for students and employees will inquire about your recent travel, and screen for the fully vaccinated/unvaccinated guidelines above.*

## International Travel

Please visit the CDC website to view list of international destinations and their risk assessment. All air passengers coming to the United States, including U.S. citizens, are required to have a negative COVID-19 test result or documentation of recovery from COVID-19 before they board a flight to the United States.

## STUDENT EXPECTATIONS

Students who enter campus must follow established protocols. Students should not come to campus with guests and/or family members. All exceptions for guests and/or family members must have prior approval from the Student Accessibility Services (SAS) department. Students who do not follow protocol and/or campus policies and procedures will be required to leave campus and will receive a referral to the Office of Student Conduct & Grievances. This will affect their attendance record and may have negative effects on the class(es) they are enrolled in, and any violations of the Student Code of Conduct may result in disciplinary outcomes.

## EXPECTATIONS FOR HEALTH SCREENINGS

All students, faculty, staff, and visitors will be required to answer daily health questions before entering any District facility in order to meet contact-tracing rules. As a result, wristbands will be provided as a way of verifying students, faculty, staff and visitors actually answered the health questions:

1. Do you have any of the following symptoms:
  - a fever of 100.4 F (38 C) or higher without fever reducing medications in the last 24 hours;
  - cough, shortness of breath, fatigue, muscle or body aches, or a headache;
  - sore throat, congestion, or running nose; nausea, vomiting, or diarrhea;
  - any new loss of taste or smell?
2. Have you had close contact to a person with suspected or confirmed COVID-19 within the last 14 days?
3. Have you traveled outside of California within the last 10 Days?
4. Have you traveled outside of the US within the last 10 Days?
5. Have you had close contact with someone with confirmed or suspected to have COVID while in a non-clinical situation within the last 10 days?

## STUDENT CONDUCT EXPECTATIONS

All students are required to follow the Standards of Student Conduct (Board Policy 5500), which include the following guidelines within this document. Maintaining health and safety guidelines is an important responsibility of all members of the campus community, and failure to adhere to these guidelines may result in instructor removal from class and/or possible formal disciplinary actions that may include consequences such as formal warning, probation, interim suspension, and/or long-term suspension.

Specific Standards of Student Conduct that apply to requirements within this document include:

- **Standard 15:** Disruptive behavior, with or without intent, that includes but is not limited to: verbal or physical obstruction, continual or willful disobedience, persistent defiance of the authority, habitual profanity or vulgarity, abuse of District personnel, interference of District instruction, activities, services, operations interference, and/or interferes with student's academic performance, or District employee's work performance.
- **Standard 18:** Endangering, contributing to or causing harm to the health, safety, and/or well-being of a student (including oneself), client, patient, visitor or guest, or District employee, whether or not there was intent to endanger or harm.
- **Standard 17:** Failure to comply with the reasonable request of a District employee acting in the performance of their duties including but not limited to obstruction of a District employee in performance of their duties, and failure to identify oneself when requested to do so by District officials.
- **Standard 19:** Failure to comply with District and/or department regulations determined necessary to meet health and safety guidelines in specialized instructional areas and/or fields, including but not limited to use of equipment and/or clothing, practices and procedures, and instruction by District personnel.

Within the classroom setting, your instructors are the leaders of the space. If student behavior is determined by the instructor to be disruptive to the learning environment, a student may be removed from the class for that class period, and up to the following class period. This time will count against the student's attendance record for that class.

Similarly, in campus departments, offices, and common spaces, there are identified Cerritos College employees responsible for the areas. Similar guidelines apply, and if students fail to adhere to requirements they will be asked to leave, and may face student disciplinary consequences.

We understand current restrictions and guidelines are not ideal, and may lead to frustration. Our student and employee safety is our top priority, and we encourage patience and kindness as we work together to support these safety efforts. As part of our shared commitment to a safe educational community the entire campus community must follow all health and safety guidelines within this document, District policies and procedures, and all local, state, and federal mandates and laws.

## C19 LIAISONS

COVID-19 Liaisons Officers ("C19 Liaisons") and C19 Supervisors will assist with monitoring campus safety protocols. Some of the C19 Liaisons responsibilities will include monitoring and communicating safety protocols, such as wearing a face covering and wearing it properly, maintaining social distancing, and encouraging students not to congregate.

C19 Supervisors will assist should individuals refuse to abide by District protocols and guidelines. These are experienced individuals who will assist with deescalating difficult situations.

Need to contact a C19 Liaison or C19 Supervisor? Call Cerritos College Police Department Dispatch at (562) 860-2451 ext. 3076.

## MANDATORY REPORTING

Employees, students, and contractors must report:

- 1) A positive COVID-19 test,
- 2) When experiencing COVID-19 related symptoms,
- 3) When they have been in close contact with someone who is experiencing COVID-19 symptoms or has tested positive within 14 days of contact.

“Close contact” is defined as someone who has been within 6-feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes in one day). An infected person can spread SARSCoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic individuals, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

## EXPECTATIONS FOR MANDATORY REPORTING

Students who feel ill should notify their instructor and not come to campus. If the student is already on campus and begins feeling sick, the student should notify the instructor and go to Student Health Services (SHS) or go home immediately. SHS will engage in the interactive process to determine if the student is at risk for COVID-19 and/or exposure, and provide medical recommendations per CDC guidelines.

## POSITIVE COVID-19 CASES

If you have tested positive for COVID-19, please contact Student Health Services (SHS) at extension 2321, option #3, as soon as possible, to notify us so that appropriate cleaning in the areas where you last were can take place, contact tracing can take place, and community notices can be made (if warranted).

Students should provide SHS with documentation from identifying ambulatory, hospital or public health agencies indicating the need for mandated self-quarantine or isolation.

*Please note that your personal information and diagnoses will remain confidential.*

SHS staff will retain a roster of students who are in quarantine and isolation, and work with the Los Angeles Public Health Department for contact tracing.

SHS medical staff will provide twice a week check-ins via Telehealth of all students who are in quarantine or isolation. SHS will offer psychological support, resources for basic needs, and ongoing monitoring while isolated. (See Action Plan for Mental Health Support).

## ACADEMIC ACCOMMODATIONS

If necessary, the area/division Dean will contact students in quarantine and isolation to review options for students to continue their schoolwork.

## RETURN-TO-CAMPUS

Students and employees with COVID-19 symptoms may not return to campus until all the following have occurred:

- At least 24 hours have passed since a fever of 100.4 F (38 C) or higher has resolved without the use of fever-reducing medications.
- COVID-19 symptoms have improved.
- At least 10 days have passed since COVID-19 symptoms first appeared.



Students and employees who tested positive but never developed COVID-19 symptoms will not return to campus until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test. A negative COVID-19 test will not be required for an employee to return to campus.

If an order to isolate or quarantine an employee or student is issued by a local or state health official, the employee or student will not return to campus until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

#### Exceptions to quarantine for fully vaccinated employees and students

- Per the CDC, most fully vaccinated people with no COVID-like symptoms do not need to quarantine or be tested following an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low. (Mar 2021).
- Students are still expected to monitor for symptoms of COVID-19 for 14 days following an exposure and report to HR or SHS.

## ACCESSING STUDENT SERVICES

Students should review the [Fall 2021 Student Services Grids](#) to plan ahead when they want to access in-person and online services. Service departments will be open for in-person services Monday through Thursday and will offer only online services on Fridays. All in-person department service hours are listed on the Fall 2021 In-Person Student Services Grid.

Departments with in-person services include:

- Admissions & Records
- CalWORKS
- Career Services
- Counseling
- EOPS/CARE/LINC
- Falcon's Nest
- Financial Aid
- Library
- Office of International Student Services
- Office of Student Conduct & Grievances
- Student Accessibility Services
- Student Health Services
- Student Life
- Success Center
- Transfer Center
- Veterans Services
- Welcome Center

## DINING AND FOOD SERVICES

Food vendors will be open on campus to provide students with food for take-out. Students will not be able to dine-in at the Student Center until further notice. All hours are Monday-Thursday.

Food Court: 8 a.m. - 4 p.m.

- **Healthy Blender:** Smoothies, bubble tea, acai bowls, and crepes.
- **The Grill at La Mesa:** Burgers, chicken tenders, fries, etc., & Mexican-inspired dishes including burritos, tacos, etc.
- **Subway:** Customizable sandwiches, wraps, soups, and salads.

Multi-Purpose Building: 8 a.m. - 4 p.m.

- **Elbow Room:** Convenience store with grab-and-go beverages, candy, snacks, and meals.

Social Sciences Breezeway

- **Frantone's** - 10 a.m. - 2 p.m.: Local business offering Italian-inspired menu including pizza, pasta, sandwiches, and more.
- **Zebra Coffee** - 7:45 a.m. - 2 p.m.: Offers prepared coffee and tea beverages, such as blended drinks, espresso-based drinks, and much more. Pastries and breakfast sandwiches available.

Health Occupations/ Automotive: 7 a.m. – 3 p.m.

- **Cassidy's Corner Café:** Fresh locally-made bagels, toppings, breakfast and lunch sandwiches, and coffee.

## **BOOKSTORE**

The bookstore will be open for in-person and online purchases of books, educational materials, supplies, snacks, and beverages. Rental textbooks are also available. The Bookstore is open Monday-Thursday 8 a.m. – 5 p.m., and Fridays from 8 a.m. – 2 p.m.

## Cerritos College Student Safety Protocols Statement

Increased classes, labs, and services will be available on campus during Fall 2021. This notice will provide important information related to health and safety measures being taken, and your responsibility as a student to maintain them, in the best interest of our Falcon community. Full information related to the Fall 2021 Return to Campus related to COVID-19 can be found online at <https://www.cerritos.edu/covid-19/>.

### Health & Safety Requirements for Students

- All students will be required to [wear face coverings or masks](#) while on campus owned or operated facilities, and/or at any time while participating in District activities, which fully cover the nose and mouth.
- Students must actively maintain [6-foot physical distance](#) from others while on campus. It is each student's responsibility to be aware of, and maintain, this distance.
- Entry to campus requires:
  1. **Mandatory completion of the COVID-19 Pre-Screen Survey from OptimumHQ within 4 hours before coming to campus each day.** This must be completed for each day you are on campus (I.e. if your class meets Mondays and Wednesdays, you must take the pre-screen survey within 4 hours of coming to campus each Monday and Wednesday, or if you are coming to visit Financial Aid, you must complete it before coming to campus that day).
    - You will receive an email from OptimumHQ "AtHome" to set up a 'student portal' to have access to this survey. You will create your portal profile once, and then revisit the portal before coming to class each day, and/or any day when coming to campus for services, to complete the survey. It is important to use the email and phone number that you entered on your college enrollment application. You must complete the survey as a **student only**.
    - You will not be allowed to enter campus if you answer YES to any of the following questions:
      - Do you have any of the following symptoms:
        - a fever of 100.4 F (38 C) or higher without fever reducing medications in the last 24 hours;
        - cough, shortness of breath, fatigue, muscle or body aches, or a headache;
        - sore throat, congestion, or running nose; nausea, vomiting, or diarrhea;
        - any new loss of taste or smell?
      - Have you had close contact to a person with suspected or confirmed COVID-19 within the last 14 days?
    - Entry or denial to campus depends on recent domestic or international travel, and your vaccination status.
      - If you have traveled outside of California, one of the following conditions must be met in order to enter campus:
        - You are fully vaccinated. FULLY VACCINATED means more than 2 weeks have passed since the second dose in a 2-dose series (e.g., Pfizer or Moderna) or 2 weeks since your single-dose vaccine (e.g., Johnson & Johnson).

- If you travelled domestically and are not fully vaccinated, you must get tested with a COVID test 3-5 days after travel AND stay home and self-quarantine for a full 7 days after travel. (Testing offered at SHS, call ext. 2321 for an appointment)
    - If you test negative, stay home and self-quarantine for the full 7 days.
    - If your test is positive, isolate yourself to protect others from getting infected.
    - If you don't get tested, stay home and self-quarantine for 10 days after travel
  - If you have traveled outside of the US within the last 10 Days, the following conditions must be met, depending on your vaccination status.
    - Fully vaccinated (see definition above).
      - Get tested with a viral test 3-5 days after travel.
        - If you test negative, you will be cleared.
        - If your test is positive, isolate yourself to protect others from getting infected.
        - If you don't get tested, you have completed a self-quarantine for 10 days after travel.
    - Unvaccinated/not fully vaccinated
      - Get tested with a viral test 3-5 days after travel.
        - If you test negative, you have completed a self-quarantine for a full 7 days.
        - If your test is positive, isolate yourself to protect others from getting infected.
        - If you don't get tested, you have completed a self-quarantine for 10 days after travel.
2. **Proceed to a kiosk screening station to show your COVID-19 Pre-Screen Survey approval and be issued a daily access wristband**, a map of stations can be found [online here](#). Upon arrival to the station, please line up using social distancing.
  3. **You must wear the daily access wristband provided to you at the screening station while on campus and not remove until you leave campus.** You must display this wristband to campus employees upon request. A new wristband will be provided each day that you are approved to enter campus.
    - Students must follow directional signage to their class building and follow any established traffic patterns for movement within the buildings.
    - Students must follow all posted directions related to sanitation, and adhere to any verbal and/or written request(s) of Cerritos College employees to maintain health and safety guidelines while on campus and/or participating in District activities.

### **Student Responsibilities**

All students are required to follow our [Standards of Student Conduct \(Board Policy 5500\)](#), which include following the guidelines listed above. **Maintaining health and safety requirements is an important responsibility of all members of the campus community, and failure to adhere to these requirements may result in instructor removal from class and/or possible formal disciplinary actions.**

Specific Standards of Student Conduct that apply to this notice include:

- Standard 15. Disruptive behavior, with or without intent, that includes but is not limited to: verbal or physical obstruction, continual or willful disobedience, persistent defiance of the authority, habitual profanity or vulgarity, abuse of District personnel, interference of District instruction, activities, services, operations and/or interferes with student's academic performance, or District employee's work performance.
- Standard 17. Failure to comply with the reasonable request of a District employee acting in the performance of their duties including but not limited to obstruction of a District employee in performance of their duties, and failure to identify oneself when requested to do so by District officials.
- Standard 18. Endangering, contributing to or causing harm to the health, safety, and/or well-being of a student (including oneself), client, patient, visitor or guest, or District employee, whether or not there was intent to endanger or harm.
- Standard 19. Failure to comply with District and/or department regulations determined necessary to meet health and safety guidelines in specialized instructional areas and/or fields, including but not limited to use of equipment and/or clothing, practices and procedures, and instruction by District personnel.

If you have a concern that the health and safety guidelines are not being adhered to in the classroom, please speak with your faculty member. If the issue persists, please contact the Dean of Student Services, Dr. Elizabeth Miller, at [emiller@cerritos.edu](mailto:emiller@cerritos.edu).