



SOCIAL DISTANCING PROTOCOLS

Control of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- Eliminating the need for workers to be in the workplace – e.g., telework or other remote work arrangements – where possible.
- Reducing the number of persons in an area at one time, including visitors.
- Providing visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.
- Arranging for staggered arrival, departure, work, and break times.
- Adjusting work processes or procedures, to allow greater distance between employees.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

The primary objective of the social distancing protocols is to ensure proper physical distancing in instructional, student services and office spaces. Physical distancing is identified by health authorities as the most effective single method of avoiding the spread and contraction of COVID-19.

To support social distancing requirements, the following expectations apply districtwide:

- Instruction, student services, and employee work occurring at District facilities must provide at least six-foot physical distancing whenever possible when people are occupying the same space. Physical spaces will be modified as needed.
- The number of people that can be present within a given space will be limited to the number that can occupy that space while remaining six feet apart. In some cases, this will require that only one person uses a space at a time (i.e. elevators, restrooms).

Modified work shifts pursuant to collective bargaining agreements to reduce the number of employees in offices and common areas if necessary.

- Use of audio and/or video conferencing tools for meetings where appropriate.
- Implementation of digital business processes and electronic signatures to minimize handling of paper.
- In accordance with CDC Guidelines, employees and students must stay away from all District facilities when any of the following conditions apply:
 - When they believe they are experiencing COVID-19 symptoms.
 - If they have tested positive for COVID-19 or have been in close contact* with a confirmed positive person during the period of contagion.

*Per the CDC, a close contact is defined as an individual being within six feet of an infected person for at least 15 minutes starting from two days before illness onset (or, for asymptomatic patients, two days prior to positive specimen collection) until the time the patient is isolated.