

APPLIED ENGINEERING AND TECHNOLOGIES

**New Student Orientation
COVID-19 Safety Guidelines and Protocols**

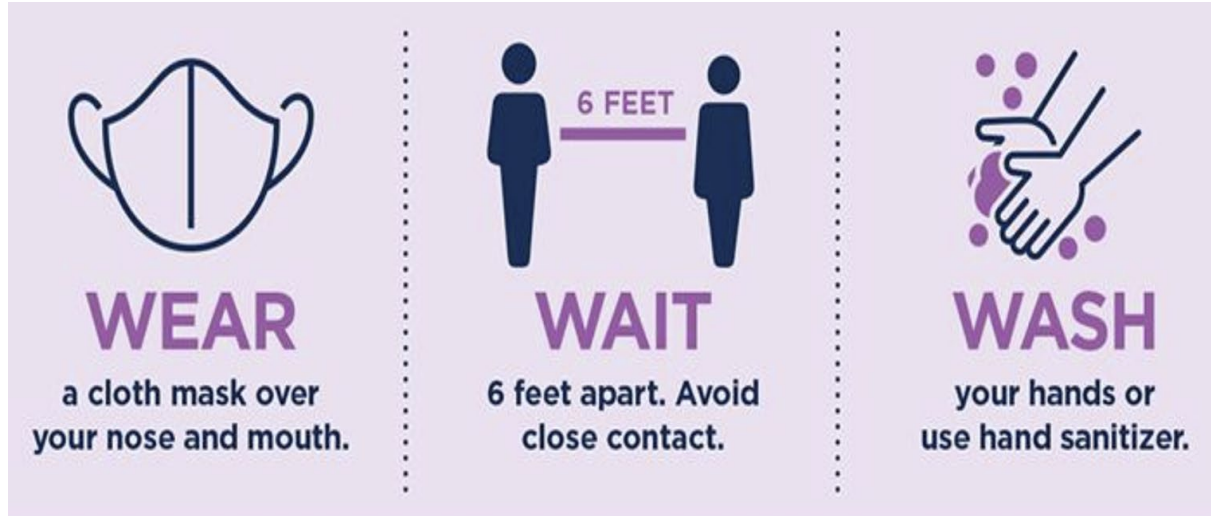
Purpose

- **This plan provides general guidelines to enable Wake Tech to safely reopen its campuses following guidance from the governor, public health officials, and the North Carolina Community College System Office. Additionally, it presents a summary of procedures for responding to incidents of direct and indirect contact with COVID-19.**

Objectives

- **Protect the health and safety of the college's faculty, staff, students, and visitors**
- **Advise employees, students, and visitors of protocols for social distancing**
- **Monitor conditions and immediately take steps to limit and mitigate safety risks**

COVID Protocols



NOTE: Masks will be required in classrooms and public areas

- **Failure to wear a mask and maintain social distancing will result in removal from class or campus**

Personal Hygiene

Know Your Ws guidance:

- 1. Wear a cloth face covering**
- 2. Wait 6 feet apart. Avoid close contact**
- 3. Wash your hands or use hand sanitizer**
- 4. Avoid touching eyes, nose, and mouth with unwashed hands**
- 5. Avoid physical contact between employees**
- 6. Clean, sanitize, and disinfect frequently touched services at least daily and shared objects between each use.**

Campus Exposure Procedures

- **Check Guidelines for:**
 - Possible Exposure
 - Positive Test but No Symptoms
 - Positive Test with Symptoms
 - Negative Test With Symptoms

<https://www.waketech.edu/about-wake-tech/administrative-offices/environmental-health-and-safety/safety>

Communication

- **Immediately report possible exposure or diagnosis to your instructor.**
- **Upon receiving a report, instructors will notify Human Resources at auhr@waketech.edu and their direct supervisor.**
- **Human Resources will communicate with executive leadership** and maintain appropriate confidentiality while promptly notifying anyone who may be impacted so that they can self-monitor.
- **Assist with contact tracing.** This information will be tracked separately from personnel and student records, and names will remain confidential.
- **College may close impacted classroom for up to 72 hours** to allow for disinfection.
- **Individuals may be asked to provide documentation from a healthcare provider that they are cleared to return to campus.**