

# South Hills School of Business & Technology

## COVID-19 Health and Safety Plan

### 2021-2022

South Hills School of Business & Technology (SHSBT) is committed to providing a safe and healthy learning environment for all students and employees. **All classes will be held in-person on campus and will begin as scheduled on August 30, 2021.** South Hills will consider the recommendations provided by the CDC and Pennsylvania Department of Education. Protocols are constantly monitored and will be updated as new or additional guidance is received. We ask your full support and cooperation with the protocols listed below. Any questions, please contact Natalie Beaver, Director of Education and Regulatory Affairs, at [nbeaver@southhills.edu](mailto:nbeaver@southhills.edu)

Requirement	Protocol
<b>Cleaning, sanitizing, and disinfecting</b>	<ul style="list-style-type: none"> <li>• SHSBT will continue to follow cleaning and disinfecting recommendations including routine cleaning of high-touch surfaces and shared objects.</li> <li>• All educational settings will be cleaned, sanitized, and disinfected on a daily basis.</li> <li>• Facilities staff will participate in OSHA Academy Course 139-Guidance for Cleaning and Disinfecting.</li> <li>• Cleaning stations will be available in each classroom and common areas. Students will be asked to sanitize their learning space when arriving to class.</li> <li>• Water fountains will not be in service.</li> </ul>
<b>Masking</b>	<ul style="list-style-type: none"> <li>• <b>Indoors:</b> Masking will be required for all individuals on SHSBT property regardless of vaccination status</li> <li>• <b>Outdoors:</b> No masking requirements</li> <li>• Signage will be posted in SHSBT facilities</li> </ul>

	<ul style="list-style-type: none"> <li>• Masks will be available at school entrances.</li> <li>• Face shields will be available upon request.</li> </ul>
Physical Distancing	<ul style="list-style-type: none"> <li>• A 3-foot distance requirement will be maintained when possible. Masks will be worn in all settings.</li> </ul>
Vaccinations	<ul style="list-style-type: none"> <li>• For information on where to receive the COVID-19 vaccination, please <a href="https://www.cdc.gov/vaccines/covid-19/reporting/vaccinefinder/about.html">https://www.cdc.gov/vaccines/covid-19/reporting/vaccinefinder/about.html</a></li> <li>• Currently SHSBT will not require universal vaccinations.</li> </ul>
Health Surveillance	<ul style="list-style-type: none"> <li>• Staff, Faculty, and Students should not report to any SHSBT facility if they are experiencing any of the following COVID-19 symptoms: <b><i>Fever, cough, shortness of breath, loss of taste and/or smell.</i></b></li> <li>• Students should contact their instructors to receive any assignments and receive makeup work instructions.</li> <li>• Employees should contact their manager when unable to report to work.</li> </ul>
Other Safety/Hygiene Protocols	<ul style="list-style-type: none"> <li>• Continue to facilitate health-promoting behaviors such as hand washing and respiratory etiquette through frequent communications, signage, and training.</li> <li>• Handwashing is encouraged and should occur frequently throughout the day <ul style="list-style-type: none"> <li>○ Wash hands with soap and water for at least 20 seconds</li> <li>○ If handwashing is not possible, use hand sanitizer. Hand sanitizer will be widely available in many areas of the facility.</li> </ul> </li> </ul>
Students and/or Employees with disabilities	<ul style="list-style-type: none"> <li>• Individuals who are unable to comply with any of the above protocol due to a disability, should submit a request for accommodation to 504 ADA Coordinator, Reana Donaldson, at</li> </ul>

	<p><a href="mailto:rdonaldson@southhills.edu">rdonaldson@southhills.edu</a> -State College or Holly Emerick, at <a href="mailto:hemerick@southhills.edu">hemerick@southhills.edu</a>.</p>
<p align="center"><b>Health &amp; Safety Plan Communication and Training</b></p>	<ul style="list-style-type: none"> <li>• Students will be trained at new and returning student orientation.</li> <li>• Employees will be trained at the Annual Kick-Off Meeting on August 26, 2021.</li> <li>• New employees will be trained upon hire.</li> <li>• This plan will be published on the school’s website.</li> </ul>
<p><b>Probable or Confirmed Case of COVID-19 – Students and Employees</b></p>	<ul style="list-style-type: none"> <li>• Individuals should notify <a href="mailto:health@southhills.edu">health@southhills.edu</a> or contact Natalie Beaver-State College <a href="mailto:nbeaver@southhills.edu">nbeaver@southhills.edu</a> or Holly Emerick-Altoona <a href="mailto:hemerick@southhills.edu">hemerick@southhills.edu</a> if they have received confirmation of a positive COVID-19 test. Interns should also immediately contact their Internship Supervisor or Clinical Supervisor.</li> <li>• Individuals who test positive must comply with the following isolation procedures: <ul style="list-style-type: none"> <li>○ Must isolate for 5 full days with Day 0 being the date of a positive test or onset of symptoms unless otherwise directed by a health care professional.</li> </ul> </li> <li>• Individuals with COVID-19 symptoms, including people who are awaiting test results or have not been tested should self-isolate until the result is received.</li> <li>• You should continue to wear a <a href="#">well-fitting mask</a> around others at home and in public for 5 additional days (day 6 through day 10) after the end of your 5-day isolation period.</li> <li>• If you continue to have fever or your other symptoms have not improved after 5 days of isolation, you should wait to end your isolation until you are fever-free for 24 hours without the use of fever-reducing medication and your other symptoms have improved.</li> </ul>

	<ul style="list-style-type: none"> <li>• Interns will not be permitted to return to SHSBT or internship until: <ul style="list-style-type: none"> <li>○ Isolation is completed as outlined above.</li> <li>○ Approval is granted from SHSBT Director, Internship Supervisor, or Clinical Supervisor</li> <li>○ All students who report to internship or clinical sites must also abide by all protocols and policies for COVID-19 at those facilities.</li> </ul> </li> <li>• Students should work with their instructors to formulate a plan for any missed work.</li> <li>• Employees should consult with their manager to discuss work arrangements.</li> </ul>
<p style="text-align: center;"><b>Exposure Guidelines for Students, Staff, and Faculty (on or off SHSBT premises)</b></p> <p><b>Quarantine</b> is a strategy used to prevent transmission of COVID-19 by keeping people who have been in <a href="#">close contact</a> with someone with COVID-19 apart from others.</p> <p><b>DEFINITIONS</b></p> <p><b>Exposure</b> Contact with someone infected with SARS-CoV-2, the virus that causes COVID-19, in a way that increases the likelihood of getting infected with the virus.</p> <p><b>Close Contact</b> Someone who was less than <a href="#">6 feet away from an infected person</a> (laboratory-confirmed or a <a href="#">clinical diagnosis</a>) for a cumulative total of 15 minutes or more over a 24-hour period (for example, <i>three</i></p>	<ul style="list-style-type: none"> <li>• Individuals should notify <a href="mailto:health@southhills.edu">health@southhills.edu</a> or contact Natalie Beaver-State College <a href="mailto:nbeaver@southhills.edu">nbeaver@southhills.edu</a> or Holly Emerick-Altoona <a href="mailto:hemerick@southhills.edu">hemerick@southhills.edu</a> if they have received confirmation of exposure to COVID-19. Interns should also immediately contact their internship and/or clinical supervisor.</li> <li>• Exposed individuals may not enter South Hills facilities until quarantine is complete.</li> <li>• If you come into close contact with someone with COVID-19, you should quarantine if you are in one of the following groups: <ul style="list-style-type: none"> <li>○ You are ages 18 or older and completed the primary series of recommended vaccine, but have not received a recommended booster shot when eligible.</li> <li>○ You received the single-dose Johnson &amp; Johnson vaccine (completing the primary series) over 2 months ago and have not received a recommended booster shot.</li> <li>○ You are not vaccinated or have not completed a primary vaccine series.</li> </ul> </li> </ul>

*individual 5-minute exposures for a total of 15 minutes*). Learn more about [close contact](#), including exceptions to the definition for K-12 schools.

- If you come into close contact with someone with COVID-19, you **DO NOT** need to quarantine if you are in one of the following groups:
  - You are ages 18 or older and have received all recommended vaccine doses, including boosters and additional primary shots for some immunocompromised people.
  - You are ages 5-17 years and completed the primary series of COVID-19 vaccines.
  - You had confirmed COVID-19 within the last 90 days (you tested positive using a viral test).
  
- **If you ARE NOT required to quarantine, you should follow the following procedures:**
  - You should wear a well-fitting mask around others for 10 days from the date of your last close contact with someone with COVID-19.
  - Get tested at least 5 days after you last had close contact with someone with COVID-19. If you test positive or develop COVID-19 symptoms, isolate from other people and follow recommendations in the Isolation section below.
  
- **If you ARE required to quarantine, you should follow the following procedures:**
  - Stay home and away from other people for at least 5 days (day 0 through day 5) after your last contact with a person who has COVID-19. The date of your exposure is considered day 0.

- For 10 days after your last close contact with someone with COVID-19, watch for fever (100.4°F or greater), cough, shortness of breath, or other COVID-19 symptoms.
- If you develop symptoms, get tested immediately and isolate until you receive your test results. If you test positive, follow isolation recommendations.
- If you do not develop symptoms, get tested at least 5 days after you last had close contact with someone with COVID-19.
- If you test negative, continue to wear a well-fitting mask when around others at home and in public until 10 days after your last close contact with someone with COVID-19.
- If you test positive, you should isolate for at least 5 days from the date of your positive test (if you do not have symptoms). If you do develop COVID-19 symptoms, isolate for at least 5 days from the date your symptoms began (the date the symptoms started is day 0). Follow recommendations in the isolation section above.
- If you are unable to get a test 5 days after last close contact with someone with COVID-19, you can leave your home after day 5 if you have been without COVID-19 symptoms throughout the 5-day period. Wear a well-fitting mask for 10 days after your date of last close contact when around others at home and in public.
- Students should work with their instructors to devise a plan for any missed work.
- Employees should consult with their manager to discuss work schedule arrangements.