

**Great Oaks Career Campuses-Adult Workforce Development**  
**Student Expectations and Responsibilities for Attending Part Time Classes**  
**2020-21 School Year**

To comply with governmental mandates aimed at reducing health related impacts caused by Covid-19, Great Oaks Part time students are expected to adhere to the following safety guidelines. All students understand that guidelines can change, due to the fluidity of information with COVID-19.

- Great Oaks Career Campuses will keep updated postings at all entries and common areas regarding the common symptoms and the COVID-19 infection. This signage will include someone not entering the building if they are experiencing any of the symptoms listed.
- Students must monitor their body temperature prior to coming to school. Anyone with a temperature that exceeds 100.4°, should remain at home and contact their school at 771-8881 regarding attendance. After arriving, a student may request that their body temperature be evaluated if they begin feeling ill, unwell, or experiencing symptoms consistent with Covid-19 infection. All touchless thermometer will be available upon request from instructor.
- Entry and exit of Great Oaks buildings will be limited based on classroom and laboratory locations. Students will be provided with information related to permissible entry and exit doors or individual programs.
- Students must provide their own safety glasses and face masks. Maintaining a back-up set of safety glasses and face masks is strongly recommended. Students will be provided with information related to what constitutes as acceptable PPE.
- Students who do not have the appropriate PPE, or if they refuse to wear the PPE, **will not** be permitted to be in the lab and will be asked to leave the building, resulting in missed hours.
- Vending machines will not be available until further notice. Students should plan accordingly.
- Upon entering the building and throughout the day, hand washing and the use of hand sanitizer is encouraged.
- When possible, shared tools, equipment, and instruments should be disinfected.
- All students understand that they will have responsibilities for disinfecting their instructional area with supplies provided by the school.
- Great Oaks provided computers and personal mobile electronic devices used for classroom purposes may also require disinfecting before each day and between uses.
- Students are encouraged to wash hands, and disinfectant area before and after restroom use when auto-flush fixtures or not available.
- Students are expected to comply with individual classroom and laboratory safety protocols as prescribed by Great Oaks. These protocols may include but are not limited to the use of food/drink,

PPE, barriers and maintaining safe distances. All students understand that safety protocols can be different depending on the **field of study** they have chosen to pursue.

- Students will be expected to complete all assignments that are delivered remotely. Failure to complete and respond will result in missed hours and possible grade reduction.
- As a student, if you test positive for COVID-19, the county health department where the school or individual is located will be notified and will give further direction. Great Oaks will ensure that the campus is thoroughly cleaned and sanitized. Individual health information is private and protected by law through HIPAA and FERPA. No names or information that would identify an individual will not be released by the school or those associated with the school.