



GRAYS HARBOR COLLEGE

GRAYS HARBOR COLLEGE SAFE BACK TO SCHOOL PLAN

**Campus Re-Opening Guide
Fall 2020**

September 1 Revision

The Grays Harbor College Safe Back to School Plan, Campus Re-Opening Guide for Fall 2020, has been developed through guidance obtained from the Governor’s Safe Start Phased Re-Opening Plan and the Proclamation by the Governor amending Proclamations 20-05 and 20-25 et seq. 20-25.6 “SAFE START – STAY HEALTHY” County by County Phased Re-Opening. Also used in the development of this plan are The Higher Ed Re-Opening Matrix, from the Higher ED Leaders Re-Opening Workgroup, information from WA Labor & Industries, WA State Department of Health (DOH), NWAC, the Centers for Disease Control and Prevention (CDC) and Grays Harbor County Public Health and Social Services.

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Table of Contents

Campus Buildings and Entry Doors (main campus)	Page 3
OSHA Standards	Page 3
Contact Tracing/Accountability	Page 4
Personal Protective Equipment (PPE)	Page 4
On Site Physical/Social Distancing Requirements	Page 6
Campus Events	Page 7
Hygiene	Page 8
Symptom Monitoring – Attestation Form	Page 11
Symptom Monitoring	Page 12
Returning to work/school after having suspected signs of COVID-19	Page 13
CDC Guidelines for Quarantine after Exposure	Page 14
Incident Reporting	Page 20
Site Decontamination Procedures	Page 21
Cleaning and Disinfecting after Notification of a Confirmed Case of COVID-19	Page 24
COVID-19 Safety Training	Page 24
Exposure Response Procedures	Page 24
Facility Post Exposure Incident Recovery Plan	Page 25
Supporting Guidance	Page 26
Addendum 1-Harbor Landing Food Pantry	Page 29
Addendum 2-Athletics Return to Play Plan	Page 31
Addendum 3-Daily Building Usage	Page 42

Campus Buildings and Entry Doors

All doors to Grays Harbor College Main Campus Buildings have been locked. Each building has designated entrances for access to faculty and staff. Please look for signage indicating appropriate entrances and, where possible, separate exit doors.

Raymond Education Center and Columbia Education Center doors have been locked. Each building will have designated entrances for access to faculty and staff.

Additional entrances for students, for approved on campus instructional activities, are unlocked. For summer 2020 that is limited to the main entrance of the 1900 building. This will be expanded for Fall Quarter 2020, and this document will be amended accordingly.

OSHA Standards for People Working in Institutes of Higher Education Who Have Contact with the General Public

People who have contact with the general public (schools, institutes of higher education), are considered workers in the Medium Risk Exposure category according to OSHA Standards

- **Medium Exposure Risk Jobs** include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., **schools**, high-population-density work environments, some high-volume retail settings).

Contact Tracing/Accountability

Anyone working at, attending class or visiting Grays Harbor College Campus Buildings are required to sign in daily for contact tracing and accountability purposes.

Students participating in an internship, practicum, clinical placement, or field-based learning experience must comply with both the GHC plan, and any plan in place at their placement. In case of conflict between plans, the more stringent requirements shall apply.

Records will be maintained as follows:

- **Faculty/staff** must record visits by submitting the campus access form, found at <https://forms.ghc.edu/campus-access/>. An electronic log will be maintained.
- **Students:**
 - Each instructor will maintain a daily sign in log.
- **Campus Visitors** must submit the campus access form, found at <https://forms.ghc.edu/campus-access/>. An electronic log will be maintained.
- **Contractors** must submit the campus access form, found at <https://forms.ghc.edu/campus-access/>. An electronic log will be maintained.
- Food Bank patrons will be logged via PantrySoft. See Food Bank addendum.

Personal Protective Equipment (PPE)

Personal Protective Equipment (PPE) shall be gloves, goggles, face shields, and face masks, Disposable Tyvek Suit with Hood and rubber shoe covers, as appropriate or required for the activity being performed. All staff must be fully trained on proper use and disposal of required PPE to prevent cross contamination. Training will be provided via Power Point, Webinar or in person, by the Chief of Campus Operations or their designee.

- **Face Coverings/Face Masks:** shall be worn at all times by every employee, student and visitor who enter campus buildings or participate in an outdoor campus supported class or event. Staff or faculty members who are able to close the door to a private enclosed office or workspace, isolating themselves, may remove their mask, but must place the mask back on when leaving the office/room. Please note that a cubicle with a door does not count as a private enclosed office. The wearing of a

face mask does not preclude the 6 feet social/personal distancing guidelines for all students, staff and faculty.

- **Face masks are REQUIRED before entering any campus building.**
 - If a person refuses to wear a mask/face covering in class, **class must stop**. Students refusing shall be referred to the Student Conduct Officer. Employees refusing shall be referred to their direct supervisor. If you are performing a class activity outdoors, you are not required to wear a mask if you develop a plan that ensures social distancing of at least 6 feet, preferably much more as a buffer.
 - **Always worn during periods of deep cleaning of campus by custodial and cleaning crew members.**
 - **Proper way to wear masks** is to cover the nose and mouth, not just mouth only.
 - **Face Shields** have not been approved and only provide limited protection because there are open spaces around the mask for respiratory droplets to escape and become airborne. The face shields also have limited protection for the wearer, because you are breathing in unfiltered air that comes around the shield through the open areas on the sides and bottom. (Shields are for eye protection. A face covering would still be required.)
- **Accommodations for Face Masks/Face Coverings:**
 - Faculty/Staff may receive specific accommodations that state they do not need to wear a face mask/face covering. These accommodations are provided by HR (360-538-4041 or stephanie.noland@ghc.edu), and will require additional accommodations by the supervisor to ensure the person does not have to enter any public spaces on campus at any time. Social distancing must still be strictly adhered to. If you have a safety concern with someone who is not wearing a mask/face covering on campus, bring this to the attention of Campus Safety (360-538-4120 or david.parkinson@ghc.edu). Campus Safety will address the situation as appropriate.
 - **Student accommodations** must be obtained through AccessAbility Services (360-538-4099, rhonda.riggs@ghc.edu), and follow the same restrictions as above. If you have a safety concern with someone who is not wearing a mask/face covering on campus, bring this to the attention of Campus Safety (360-538-4120 or david.parkinson@ghc.edu). Campus Safety will address the situation as appropriate.
 - **Face Shields:** have not been approved and only provide limited protection because there are open spaces around the mask for droplets to escape and become airborne. The face shields also have limited protection for the wearer, because you are breathing in unfiltered air that comes around the shield

through the open areas on the sides and bottom. (Shields are for eye protection. A face covering would still be required.)

- **Goggles:** are to be worn according to class curriculum requirements for all activities, and for specific grounds and or maintenance work by campus maintenance, grounds and custodial personnel.
- **Gloves:** Should be worn during disinfecting and during all cleaning processes, as well as, times of trash pick-up.
- **Disposable Tyvek Suit with Hood, and rubber shoe covers:** Worn during periods of deep cleaning and disinfecting of any campus area or site. All staff must be fully trained on proper usage and disposal of required PPE to prevent cross contamination.
- **Industrial Technology and Allied Health** classes may have program specific PPE requirements. Any requirements that differ from the COVID-19 requirements are acceptable, as long as they exceed COVID-19 requirements without compromise.

On Site Physical/Social Distancing Requirements

- **Physical/Social distancing** of at least 6 feet should be maintained at all times in buildings, classrooms and outdoors.
- **Gatherings** of any size must be minimized by taking breaks, performing lab-type activities and lunch in shifts. Any time two or more persons must meet, ensure a minimum 6 feet of separation.
- **Ingress in and egress** out of buildings. Stagger start and release times, and breaks between classes in the same building and possibly on the same floor, coordinating classes to ensure 6 feet of separation.
- **Hallways, stairs, restrooms, entrances and exits** can become choke points in a building. **Class instructors** shall be responsible for maintaining social distancing in class and upon entering and leaving class.

- Class sizes will be limited depending upon they type of class/lab held that day. Minimum 6 feet of social/physical distance must be maintained, which may limit the number of students in a particular classroom or lab.
- Rearrange student desks and seats to maximize the space between students to accommodate the 6 feet of social/physical distance.
- **Physical barriers**, such as Plexiglas barriers, may be used to assist in maintaining physical and social distancing in areas such as student enrollment, the cashier or areas where student advising or tutoring may occur. Physical barriers are not a substitute for 6' social distance, and should be viewed as an enhancement rather than a substitute for maintaining the appropriate space.

Campus Events

Campus facilities will not be available for external community events until after December 31, 2020.

College events will be very limited during this time period as well and will require specific safety planning that may limit the number of participants, limit the types of activities involved, and require effective safety and sanitation procedures to be in place.

- **Social/Physical Strategies to Consider:**
 - **Cancel field trips, assemblies, special performances** and other large in person gatherings.
 - **Suspend or make significant modifications** to activities that are considered high risk
 - **Limit non-essential visitors** to campus buildings.

Hygiene

How to Protect Yourself & Others

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing serious complications from COVID-19 illness.

Know how it spreads

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person to person. New information indicates it most likely spreads in the air.
 - Between people who are in close contact with one another (within about 6 feet).
 - Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Everyone Should

- **Wash your hands often with soap and water** for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
 - Hand Sanitizer will be provided at building entrances and throughout campus buildings.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol.** Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact

- **Avoid close contact with people who are sick.**
 - Remember that some people without symptoms may be able to spread virus.
 - **Stay at least 6 feet (about 2 arms' length) from other people.**
 - Keeping distance from others is especially important for people who are at higher risk of getting very sick.

Cover your mouth and nose with a cloth face cover when around others

- You could spread COVID-19 to others even if you do not feel sick.
- The cloth face cover is meant to protect other people in case you are infected.
- Everyone should wear a cloth face cover in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes

- **Always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect

- **Clean AND disinfect frequently touched surfaces daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them.** Use detergent or soap and water prior to disinfection.

Sanitation

Regular daily cleaning and sanitizing will take place throughout all campus facilities. Custodial staff have been trained by the Campus Operations Coordinator for use of Personal Protective Equipment (PPE), and safe use of cleaning products used on campus.

- The staff will concentrate on the following areas, but not limited to, desktops, tabletops, chairs, door handles, restrooms, stairwells, handrails, light switches, vending machines and water fountains.
- Used gloves and disposable PPE shall be removed following safe PPE removal procedures and deposited in lined trash receptacles for disposal.
- Used towels used during cleaning shall be deposited in a designated container in the Campus Operations office to be washed.

Symptom Monitoring

Attestation Form

FACE COVERING/FACE MASK
REQUIRED AT ALL TIMES UPON
ENTERING THIS BUILDING

IF YOU HAVE EXPERIENCED ANY OF THESE
SYMPTOMS WITHIN THE LAST 72 HOURS –

Please DO NOT ENTER THE BUILDING

- Fever or feeling feverish
- Chills and/or repeated shaking with chills
- Cough
- Shortness of Breath
- Muscle or Body Aches
- Headaches
- Fatigue (tiredness)
- Loss of Taste or Smell

Symptom Monitoring

CAMPUS COVID-19 SUPERVISOR

- The Chief of Campus Operations is designated as the **Campus COVID 19 Supervisor** for all non-instructional purposes.
 - Any issues should be directed to the Chief of Campus Operations (360) 538-4154
- The Dean of Workforce Education is designated as the **Campus COVID 19 Supervisor** for all instructional purposes.
 - All faculty and instructors are designated as the COVID-19 Supervisor (**Class Supervisor**) for their class/lab.

PRIOR TO EACH CLASS:

The Class Supervisor shall:

- Prior to entering the building, the supervisor or faculty member will ask each student to read the Symptom Monitoring information which will be posted at the entrance to the classroom and/or on a sign at the building entrance.,
 - If the answers are **NO** to each item. They are free to attend class.
 - If the answer is **YES** to any item, or if the student said they had a temperature over 100.4 degrees, the student shall not be allowed to attend class. They should be told to leave the area and to contact their local health care provider.
 - The incident should be reported, using the process on page 20

Returning to work/school after having suspected signs of COVID-19

A faculty, staff member or student who had signs of suspected or confirmed COVID-19 can return to the program when:

- At least three days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath;

AND

- At least 10 days have passed since signs first showed up.

OR

- It has been at least three days (72 hours) since recovery

AND

- The person has been tested for COVID-19 and received a negative result.

If a person knows they have had close contact to someone with a medically confirmed case of COVID-19, but they are not sick, they should watch their health for signs of fever, cough, shortness of breath, and other COVID-19 symptoms for 14 days after the last day they were in close contact with the person sick with COVID-19. They should not go to work, child care, school, or public places for 14 days. Per:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDExposed.pdf>

CDC Guidelines for Quarantine after Exposure



Quarantine If You Might Be Sick

Stay home if you might have been exposed to COVID-19

Updated July 7, 2020

Quarantine is used to keep someone *who might have been exposed to COVID-19* away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.

What's the difference between quarantine and isolation?

Quarantine keeps someone who might have been exposed to the virus away from others.

Isolation separates people who are infected with the virus away from people who are not infected.

Who needs to quarantine?

Anyone who has been in **close contact with someone who has COVID-19**.

This includes people who previously had COVID-19 and people who have taken a serologic (antibody) test and have antibodies to the virus.

What counts as close contact?

- You were within 6 feet of someone who has COVID-19 for at least 15 minutes
- You provided care at home to someone who is sick with COVID-19
- You had direct physical contact with the person (touched, hugged, or kissed them)
- You shared eating or drinking utensils
- They sneezed, coughed, or somehow got respiratory droplets on you

Steps to take

Stay home and monitor your health

- Stay home for 14 days after your last contact with a person who has COVID-19
- Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19
- If possible, stay away others, especially people who are at [higher risk](#) for getting very sick from COVID-19

When to start and end quarantine

You should stay home for 14 days after your last contact with a person who has COVID-19.

For all of the following scenarios, even if you test negative for COVID-19 or feel healthy, you should stay home (quarantine) since symptoms may appear 2 to 14 days after exposure to the virus.

See scenarios below to determine when you can end quarantine and be around others.

There are 4 scenarios:

See the following pages

Scenario 1: Close contact with someone who has COVID-19—will not have further close contact

I had close contact with someone who has COVID-19 and will not have further contact or interactions with the person while they are sick (e.g., co-worker, neighbor, or friend).

Your last day of quarantine is 14 days from the date you had close contact.

Date of last close contact with person who has COVID-19 + 14 days= end of quarantine



Scenario 2: Close contact with someone who has COVID-19—live with the person but can avoid further close contact

I live with someone who has COVID-19 (e.g., roommate, partner, family member), and that person has isolated by staying in a separate bedroom. I have had no close contact with the person since they isolated.

Your last day of quarantine is 14 days from when the person with COVID-19 began home isolation.

Date person with COVID-19 began home isolation + 14 days = end of quarantine



Please note if your quarantine starts at noon on day 1, then it would end at noon on the last day.

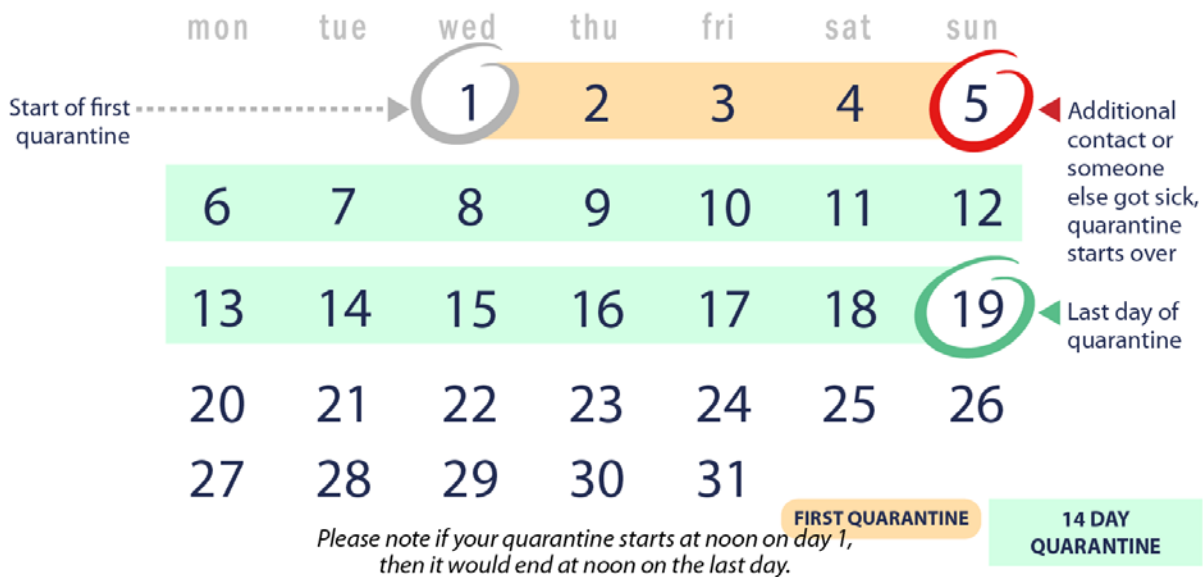
**14 DAY
QUARANTINE**

Scenario 3. Under quarantine and had additional close contact with someone who has COVID-19

I live with someone who has COVID-19 and started my 14-day quarantine period because we had close contact. What if I ended up having close contact with the person who is sick during my quarantine? What if another household member gets sick with COVID-19? Do I need to restart my quarantine?

Yes. You will have to restart your quarantine from the last day you had close contact with anyone in your house who has COVID-19. **Any time a new household member gets sick with COVID-19 and you had close contact, you will need to restart your quarantine.**

Date of additional close contact with person who has COVID-19 + 14 days = end of quarantine



Scenario 4: Live with someone who has COVID-19 and cannot avoid continued close contact

I live in a household where I cannot avoid close contact with the person who has COVID-19. I am providing direct care to the person who is sick, don't have a separate bedroom to isolate the person who is sick, or live in close quarters where I am unable to keep a physical distance of 6 feet.

You should avoid contact with others outside the home while the person is sick, and quarantine for 14 days after the person who has COVID-19 meets the [criteria to end home isolation](#).

Date the person with COVID-19 ends home isolation + 14 days = end of quarantine



Incident Reporting

If you are contacted by another staff, faculty member or student informing you, they or anyone else they are currently living with, or anyone they have had daily contact with, has tested positive for COVID-19:

- **Fill out the Coronavirus Symptom Reporting Form immediately. This form can be found on the GHC Intranet and within the student portal. The direct link is: <TBD>**

- **A qualified staff member will:**
 - **Investigate the information**, and inform Grays Harbor County Public Health in cases with a confirmed positive test.
 - Notify the Grays Harbor College Executive Team of the situation without divulging the name(s) of the involved person(s).
 - Notify Grays Harbor College Campus Operations of the situation without divulging the name(s) of the involved person(s). Any location(s) used by involved person(s) will be divulged for purposes of sanitation.
 - Notify all students, staff and faculty of a positive case on campus. This will be done only for confirmed positive cases, not for people with symptoms and no confirmation test.
 - In the case of a positive test result, students, faculty and staff who attended class or were in close proximity to the involved person will be contacted by Grays Harbor County or Pacific County Department of Public Health with specific protocols and/or procedures to take.

Site Decontamination Procedures

COVID-19 PREVENTION: CLEANING AND DISINFECTING PROCEDURES

In an effort to slow the spread of COVID-19, the college has taken steps which include enhanced cleaning and disinfecting procedures. With guidance from the Centers for Disease Control and Prevention (CDC) and through local /state public health recommendations, the following procedures have been developed for the campus to follow during the COVID-19 pandemic.

Cleaning and Disinfecting for Prevention

- **General guidance:**
 - Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as doorknobs, light switches, handrails, public restrooms, tables, facets, and keyboards. Clean with the cleaners typically used. Use all cleaning products according to the directions on the label. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available at: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2> Follow the manufacturer's instructions for all cleaning and disinfection products (e.g. concentration, application method and contact time, etc.)
 - Practice good hand hygiene after cleaning:
 - Wash hands often with soap and warm water for at least 20 seconds.
 - If hand washing is unavailable, use an alcohol based hand sanitizer that contains at least 70% (isopropanol) alcohol.
 - Provide disposable wipes to staff and faculty so that commonly used surfaces (keyboards, desks, and remote controls) can be wiped down before use.

- **Safety guidance for cleaning and disinfecting:**
 - Ensure adequate supplies to support cleaning and disinfection practices.
 - Ensure proper ventilation during and after application of cleaner or disinfectant.

- Wear disposable gloves when cleaning and disinfecting. Gloves should be discarded after each use. Wash hands immediately after gloves are removed. Double glove if working in an area of known exposure.
- Wear eye protection when there is potential for splash or splatter to the face. Wear coveralls or aprons to protect personal clothing, as necessary.
- Store chemicals in labeled, closed containers. Keep them in a secure area away from children and food. Store them in a manner that prevents tipping or spilling.
- **Cleaning and disinfecting surfaces:**
 - Clean surfaces and objects with soap and water or another cleaning detergent if visibly dirty prior to disinfecting. This includes high-touch surfaces.
 - The following products are effective for disinfection of hard, non-porous surfaces:
 - A 10% diluted bleach solution, an alcohol solution with at least 70% (isopropanol) alcohol, and/or an EPA-registered disinfectant for use against COVID-19.
 - Prepare a 10% diluted bleach solution by doing the following:
 - Mix 5 tablespoons of bleach per gallon of water.
 - After application, allow 2 minutes of contact time before wiping, or allow to air dry (without wiping).
 - If using Buckeye Sanicare Lemon Quat, our current EPA-approved disinfectant.
 - After application, allow 10 minutes of contact time before wiping, or allow to air dry (without wiping).
 - For effective disinfection of soft, porous surfaces such as carpeted floor, rugs, and drapes:
 - Remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces.

- After cleaning, if the items can be laundered, launder items in accordance with the manufacturer's instructions using warmest appropriate water setting for the items and then dry items completely.
- If laundering is not possible, use an EPA-registered disinfectant for use against COVID-19 and that are suitable for porous surfaces.

Cleaning and disinfecting after notification of a confirmed case of COVID-19:

Focusing on areas where the ill person have visited or used, routine cleaning and disinfection will continue with these additional cleaning and disinfecting enhancements.

- **If a COVID-19 case is suspected in the campus community, the following cleaning and disinfecting procedures will be followed.**
 - Areas visited by the COVID-19 positive person will be closed off. This will be assessed by the Chief of Campus Operations or designee. Specific areas are to be closed off for a minimum of 24 hours before beginning cleaning and disinfecting.
 - Prior to cleaning open outside doors and windows to increase air circulation in the area. Use ventilation fans to increase air flow if needed.
 - Ensure adequate supplies to support cleaning and disinfection prior to starting.
 - Follow *COVID-19 PREVENTION: CLEANING AND DISINFECTING PROCEDURES* outlined above in this document.
 - Wear required personal protective equipment (PPE) during cleaning and disinfecting, including disposable gloves (double up), safety goggles, N95 mask, disposable Tyvek suit with hood, and rubber shoe covers. All staff must be fully trained on proper usage and disposal of required PPE to prevent cross contamination. Your supervisor will instruct you on what PPEs are required for your required duties.
 - Cleaning staff should clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, and keyboards in the area where the person visited, focusing especially on frequently touched surfaces.

COVID-19 Safety Training

All safety training related to COVID-19 shall be conducted via online methods, preferably Canvas, to provide vital and necessary training to faculty, staff and students.

On line safety videos, webinars and Power Point training safety records, including, name of the training, person's name and date of training shall be logged via Canvas.

Required COVID-19 training will be posted to the College Website and Canvas.

EXPOSURE RESPONSE PROCEDURES

In the event notification is received a student, staff member or faculty member has tested positive for COVID-19, the Human Resources or Instructional designee shall:

- Notify the Grays Harbor College Executive Team of the situation without divulging the name(s) of the involved person(s).
- Follow all guidelines listed on page 20, "Incident Reporting" in this Grays Harbor College Safe Back to School Plan.
- Contact Campus Operations to inform them of the situation.
 - Isolate all areas and buildings travelled to and frequented by the affected person(s) for a 24 hour period.
 - Assemble a cleaning team and follow the Grays Harbor College "Site Decontamination Procedures" included in this COVID-19 Exposure Control, Mitigation, and Recovery Plan.
- Notify campus community via email and Canvas that a positive case has been identified on campus. Anonymity shall be preserved, but campus will be notified of which building areas will be closed for sanitization.

FACILITY POST EXPOSURE INCIDENT RECOVERY PLAN

Once the facility has been cleaned and deemed safe to allow people to return, the Grays Harbor College Campus COVID-19 Supervisor, and/or the Chief of Campus Operations, and/or designee, shall:

- Re-open the building and/or area(s) according to the specific instructions in the *Site Decontamination Procedures* of this document
- Inform the GHC Executive Team the building(s) and the areas closed are ready to re-open.
- Document all procedures and costs associated with the cleaning.
- Send a message to all students, faculty and staff of the re-opening and process used.

Supporting Guidance

Campus Re-Opening Guide (June 17, 2020)

https://www.governor.wa.gov/sites/default/files/2020.06.23%20Campus%20Reopening%20Guide%20FINAL.pdf?utm_medium=email&utm_source=govdelivery

Guidance on Preparing Workplaces for COVID-19

<https://www.osha.gov/Publications/OSHA3990.pdf>

DOH - What to do if you were potentially exposed to someone with COVID-19?

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDExposed.pdf>

CDC – Symptoms of Coronavirus

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Phase 1&2 Guidelines from L&I

<https://www.lni.wa.gov/forms-publications/f414-169-000.pdf>

L&I Guidelines for Masks

<https://www.lni.wa.gov/forms-publications/F414-168-000.pdf>

Proclamation by the Governor amending Proclamations 20-05 and 20-25 et seq. 20-25.6

“SAFE START – STAY HEALTHY” County by County Phased Re-Opening

https://www.governor.wa.gov/sites/default/files/proclamations/20-25.6%20-%20COVID-19%20Safe%20Start-Stay%20Healthy%20%28tmp%29.pdf?utm_medium=email&utm_source=govdelivery

What to do if you have COVID-19 symptoms but have not been around anyone diagnosed with COVID-19

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDconcerned.pdf>

Guidance on Cloth Face Coverings from the Washington State Department of Health

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>

Quarantine If You Might Be Sick

Stay home if you might have been exposed to COVID-19

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

Addendum 1

Harbor Landing Food Pantry COVID-19 Procedures

Staff and Volunteers

The pantry is currently run by the Office of Student Life Staff to minimize the number of individuals who could potentially be exposed. We hope to reengage our volunteers starting during fall term.

While working in the pantry, staff are required to wear masks that cover their nose and mouth when not alone in the food pantry (ie with another staff member or assisting a patron). Staff are also required to follow all of the established COVID-19 Procedures from the Office of Student Life, Grays Harbor College, Grays Harbor Public Health, and federal, state, and local laws/directives. All staff must follow established campus protocols for maintaining social distancing, campus access, and other requirements established for general operations of the food pantry.

Signage and Patron Requirements

Harbor Landing Food Pantry posts safety updates on our sandwich boards before individuals come into the facility. These requirements are posted to inform patrons as they enter the pantry of the expectations we have and they include:

- All patrons must wear a mask, which covers nose and mouth, when entering the food pantry or when picking up items
- We will be once again utilizing our patron card system, we will print you a new card if needed but please bring this to every visit
- One patron may enter the pantry at a time, unless with another member of their household in which case there may be up to two patrons in the pantry at a time.
- We will be again having patrons sign up within our patron management system
- All high touch areas and devices will be sanitized between patrons

Contact Tracing

Any patron that comes to the food pantry is entered into PantrySoft (our web based pantry management system) with the following information:

- Name
- Age
- Zip code
- Phone number and/or email

They are issued a patron ID card, which allows them to check in touch free during their visit. They simply scan the card and they receive their food. This system also maintains a log of which patrons came to the pantry on which days and what times they were there. We assume that any patron that came to the pantry interacted with staff enough to be considered at the pantry for 10-15 minutes. All of this data can be provided upon request, as it is just a simple report from PantrySoft.

Staff schedule is maintained by the Office of Student Life and is available upon request.

Sanitation

Staff will sanitize all high touch surfaces in order to ensure proper sanitation after each patron. Clorox wipes, sanitizer spray, and other approved products will be utilized. High touch surfaces which must be sanitized include:

- iPad used by patrons to sign up in PantrySoft (after each use)
- Cart used to transport items to the patrons vehicle (including handles and all exposed frame pieces that could have been used as a handle)
- Door handles and other high touch door locations
 - On days that the doors are propped open, door handles will be sanitized during opening, closing, and whenever the door is handled by a staff or patron
- Freezer and fridge doors (only accessed by staff)
 - Sanitized every 30 minutes when there is more than one staff member; if only one staff member they will be sanitized at the beginning and end of the day
- Less touched surfaces (tables, computer keyboard and mouse, phone, etc) sanitized every hour

Addendum 2

COVID-19 Entry Procedures Grays Harbor College Athletics

August 14, 2020

Covid-19 continues to present a significant risk to individuals in the United States and, specifically, in the Grays Harbor area where GHC is located. We want to assure the safety of our campus community throughout this orientation to the new normal and a return to campus activities. GHC has created this plan as a guideline towards gradually reintroducing athletic activities back on campus once approval has been received from the Grays Harbor County Health Authority and in conjunction with the Washington State Department of Health as the per the COVID Plan for Higher Education. The plan includes:

- Governing Documents
- Health Authority Authorization
- Covid-19 Awareness Training
- Student-Athlete Screening
- On-Campus Screening Protocol
- Infectious Disease Prevention Measures
 - Social distancing
 - Hand washing/sanitizer
 - Cleaning equipment
- Students and staff that test positive for Covid-19, or are experiencing Covid-19 symptoms
- Transportation
- Event Management
- COVID-19 Team and Athletic Liaison

Governing Documents

This plan has been developed in compliance with the following documents:

- [Proclamation 20-12.1](#)
- [DoH Screening Guidance](#)
- [Campus Reopening Guide](#)
- [Phase 2 & 3 Fitness Training](#)
 - [August 3rd Memo](#)
 - [August 10th FAQ](#)
- [Phase 2 & 3 Sporting Activities](#)
 - [June 4th Memo](#)
- [NWAC Return to Play Guidance](#)

Health Authority Authorization

This plan will go into effect as authorized by the Grays Harbor Public Health & Social Services in conjunction with the Washington State Department of Health. Certain components of this plan may be altered to conform with Public Health and Higher Education guidelines. The COVID Management Team will be brought up to speed with regular status briefings from the Grays Harbor Public Health as well as the COVID Plan for Higher Education as that information is made available. This practice will continue for the duration of this plan.

Covid-19 Safety Requirements

Covid-19 safety requirements shall be visibly posted at the West entrance of the 500 building on the GHC campus which provides access to the gymnasium, Fit Lab, and Weight room. Posters will be provided by Campus Security or Campus COVID Management Operations.

Student Athlete Covid-19 Awareness Training

On the first day of each academic quarter, student athletes are required to participate in Covid-19 awareness training which will be assigned to them by the Athletic Director in conjunction with the head coach of each sport. Once assigned, students can access the training on the Canvas platform. In addition, students are required to complete training updates as provided by Athletic Department staff. Training attendance will be documented on a log by Athletic Department staff and retained by the Athletic Director. Paper files to be scanned and logged by date for computer access if information is needed at a later date.

Student Athlete Covid-19 Screening

Student athletes will be required to undergo Covid-19 screening immediately when arriving on campus or athletic event which includes 1) temperature check, and 2) the completion of a student survey self-test for COVID-19 symptoms prior to entry into the facility. These checks are to be conducted by a member of the Athletic Department and the records to be kept on file in the office of the Athletic Director. Paper files to be scanned and logged by date for computer access if information is needed at a later date.

The temperature check will be performed using a 'no-contact' infra-red thermometer. The screener will wear proper PPE and maintain appropriate distancing to conduct a successful temperature check.

- a. Screener. The screener who is to be conducting temperature checks will be responsible for self-assessment requirements prior to conducting temperature checks on individuals entering the facility. If their self-assessment is clear they will proceed to the entrance for screening of others. If their self-assessment is negative, they will contact another member of the Athletic Department staff to inform them of the need for a substitute screener and their subsequent need to isolate and monitor their own health for the next 10 days, plus 3 days post-symptomatic, in accordance with self-isolation guidelines. Athletic staff with a negative self-assessment will self-report to Stephanie Noland in HR, in accordance with overall campus COVID policy.
- b. Pass. If the result of the temperature check is less than 100.4°F, the individual is then directed to the symptom survey where the student will verify that they do not have the posted symptoms. If the student verifies they do not have the symptoms, then they mark the appropriate boxes indicating so and the screening is complete.
- c. Fail. If the result of the temperature check is 100.4°F or above, the screener indicates the result to the individual and then checks the temperature two additional times. If at least two of the three checks are 100.4°F or more, the screener informs the individual the person did not pass and provides the individual a document of instructions before asking them to leave. If possible, this conversation with the individual should move to a side area/room so the conversation is more confidential.

Thermometer results can be inconsistent based on a number of factors that should be taken into consideration and not automatically result in a failed test, this is why taking the temperature three times, after the first result is 100.4F or higher is important. First, the screener will want to be sure they are taking the temperature per the instructions and training. Additionally, heat and physical exertion can be a factor in a false positive result. The screener should have the individual step aside for a brief consult and consider having the individual wait at least 10 minutes before taking another temperature check. It would be suggested that, if the individual just came in from the heat (their hot car, walk to campus in the sun, etc.,) then have the individual sit down in a shaded spot (if outside) or under the normal heating/cooling temperature of the building (if

inside) before taking their temperature again. Do not request or document any volunteered personal health information.

All documented data for those entering the facility which includes the will be recorded and put on file for potential future reference. Individuals who refuse to leave will be asked to step aside for the time being and Campus Security will be contacted to provide additional assistance.

d. Symptom Survey:

1. Do you have a fever (100.4F or higher), a sense of having a fever, or chills?
2. Do you have a new cough that you cannot attribute to another health condition?
3. Do you have new shortness of breath or difficulty breathing that you cannot attribute to another health condition?
4. Do you have fatigue that you cannot attribute to another health condition?
5. Do you have new muscle aches (myalgia) that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise)?
6. Do you have a headache that you cannot attribute to another health condition?
7. Do you have new loss of taste or smell that you cannot attribute to another health condition?
8. Do you have a new sore throat that you cannot attribute to another health condition?
9. Do you have congestion that you cannot attribute to another health condition?
10. Do you have nausea or vomiting that you cannot attribute to another health condition?
11. Do you have diarrhea that you cannot attribute to another health condition?

e. Late Detection. If any of these symptoms develop while a student is on campus they are to report it immediately to their coach/supervisor, go home, and self-monitor for further symptoms and changes in their health condition.

f. Refusal. If an individual refuses to submit for temperature check, that individual's name should be requested and recorded in the daily log prior to asking them to leave the campus. Note: Students can be subject to unexcused absences and any applicable student conduct code violations.

Denied Entry

Student athletes who have been denied entry will be given the following form:

Dear Student,

You were denied entry based on having a temperature of 100.4°F or above or by self-assessment, have confirmed that you are experiencing one or more COVID-19 Symptoms.

1. Please leave the GHC campus and return home to monitor your symptoms.

2. You will be contacted by your coach, an administrator, or GHC representative to follow-up on your continued health condition.
3. If someone in your household has flu symptoms or has been confirmed COVID 19 positive - DO NOT COME IN. Report any instances of confirmed COVID 19 positive cases in your household to your head coach or Athletic Director.
4. Return to the GHC campus is only allowed under one the following conditions:
 - a. If you have confirmed or suspected COVID-19 and **have symptoms**, you can end home isolation when:
 - i. You have been fever-free for at least 24 hours without the use of fever-reducing medication, **AND**
 - ii. Your symptoms have improved, **AND**
 - iii. At least 10 days have gone by since your symptoms first appeared.
 - b. If you test positive for COVID-19, but **have not had any symptoms**, you can end home isolation when:
 - i. At least 10 days have passed since the date of your first positive COVID-19 test, **AND**
 - ii. You have had no subsequent illness.
 - c. If you have been tested for COVID-19 and received a negative test result.

Should you have questions, please communicate those to your coach or the Athletic Director.

Reporting Covid-19 Symptoms within the Athletic Department

If a student-athlete or staff member believes that they have been exposed (directly, or indirectly) to Covid-19, have tested positive for Covid-19, or are experiencing symptoms that include, but are not limited to:

- Fever
- Cough
- Loss of taste/smell
- Nausea
- Fatigue
- Diarrhea

They should immediately contact their coach, Athletic Director, or COVID-19 campus representative who will contact the Athletic Liaison to file a Covid-19 report. Once the report is received, a risk assessment is completed by the Safety, Security, and Emergency Management Coordinator. . The Athletic Director and/or head coach of the sport the athlete plays, will also be contacted for follow-up.

Infectious Disease Prevention Measures

Face Coverings

Staff and student-athletes are required to wear a face covering that is in accordance with Washington State Department of Health guidelines, or as required by Washington State Department of Labor and Industries while on GHC property. Students, staff, and faculty will be provided appropriate face coverings or they may furnish their own.

During early Gray and Red phase training, PPE will be required during workouts. Once the 28 day period has passed for COVID symptom free training, then PPE will only be required when arriving and leaving the training facility. This same requirement will apply during the Yellow and Green phase periods. PPE will be required for all workouts during the Brown phase training period.

Social Distancing

While on campus, staff and student-athletes will be required to maintain at least a 6 foot distance from others. Distance indicators will be in the form of tape or stickers adhered to the ground or by physical markers (stanchion/traffic cones, etc.) in high foot traffic areas. In confined areas, such as the Weight Room or Fit lab, Athletic Department staff will ensure that social distancing standards are being met which may include limiting the amount of people in the area at one time. If students are in areas where seating is available, the Athletic Department staff will ensure that the arrangement of tables/chairs support the 6 foot distance requirement.

Sanitation Protocol

Training

Prior to working in training facilities and areas where sanitizing is necessary, all staff, employees, and students who are required to complete sanitization practices will be required to attend and complete a sanitization training program and watch any accompanying media supplements that are included in such training and then apply those practices when the cleaning of facilities and/or equipment is required.

Facilities/Equipment

Soap and running water shall be abundantly provided at all locations for frequent handwashing. Students and employees will be encouraged to wash their hands frequently, before and after going to

the bathroom, before and after eating, before and after using Athletic Department equipment that includes, but not limited to:

- Free weights
- Bats/Clubs
- Balls
- Exercise equipment

In the absence of running water and soap, hand sanitizing gel will be provided.

EQUIPMENT:

- A daily log will be kept of people/teams using the equipment.

WEIGHT ROOM:

- During the grey, red, and yellow phase the weight room will be restricted to machine lifting only, no free weights.
- The total number of people in the Weight Room or Fit Lab at a given time will be based upon current guidelines regarding the square footage of each room and the capacity allowed accordingly.
 - o As of 8/15/2020, maximum occupancy of athletic spaces are:
 - Weight Room: 4 people
 - Fit Lab: 7 people
 - Athletic Court: 25 people, in separate groups of no more than 5 athletes. Groups shall not intermingle.
- Weight machines will be moved or modified to ensure that there is adequate room for a safe and secure training area. There may be a need to create additional work-out areas either in the gymnasium or outside of the building to accommodate training needs.
- Each patron will sanitize their hands upon entering the weight room with hand sanitizer.
- Each patron will wipe down the weight machine with a disinfectant spray and cloth before and after each use.
- The weight room and fit lab equipment and high-touch areas will be cleaned and sanitized by coaches between group workouts with a 30 minute drying/no-contact time between sessions. An overall cleaning will be performed by maintenance personnel at the end of each day.
- Patrons will be required to wear masks when not actively using the weight machines or when moving between workout areas.
- A daily log will be kept of all people using the training facilities.

GYM Rules:

- One entrance will be designated as entry only. It will remain locked and athletes will be let in as needed.
- One exit will be designated as exit only and will remain locked at all times.
- Drinking fountains are used for refilling water bottles only and will be signed accordingly.

- Maintain 30 minutes between each gym use to ensure enough time to disinfect high touch areas.
- No shower or locker facilities will be open for use.
- A daily log will be kept of all people using the gym.

Cleaning Supplies

Each area where students will be participating in athletic activities will be provided cleaning kits that include:

1. Disinfectant, 2 Spray Bottles
2. Safety Glasses
3. Gloves
4. Rags
5. Alcohol wipes
6. Bucket

Spray bottles of Lemon Quat and Alcohol wipes are available for your use before or after handling equipment. Lemon Quat has a contact time of 10 minutes, 2 minutes for the Alcohol wipes. Wet the surface to be decontaminated and allow to air dry. Do not spray anything that is electrically energized.

Custodial staff will be notified daily of Athletic Department areas that have been used so that they can focus their cleaning efforts to sanitize these areas.

NWAC (Northwest Athletic Conference) Training Phases/Guidelines

The following information comes directly from the NWAC Return To Play guidelines as distributed by the NWAC Executive Board and the NWAC Commissioner.

NWAC SPORTS CALENDAR

Fall Sports	Grey Phase	Red Phase	Yellow Phase	Green Phase	Championships
Cross Country	See above	8/15/20	8/29/20	9/12/20	11/14/2020
Soccer	See above	2/3/21	2/17/21	3/3/21	6/4-6/2021
Volleyball	See above	2/27/21	3/13/21	3/27/21	6/4-6/2021
Golf	See above	8/15/20	8/29/20	9/12/20	Spring 21
Baseball					
Softball					
Winter Sports		Red Phase	Yellow Phase	Green Phase	Championships
Basketball	See above	1/16/2021	1/30/2021	2/13/2021	5/14-16/2021
Spring Sports		Red Phase	Yellow Phase	Green Phase	Championships

Baseball	See above	2/13/21	2/27/21	3/13/21	5/27-31/2021
Softball	See above	2/13/21	2/27/21	3/13/21	5/21-23/2021
Golf	See above	2/8/21	2/22/21	3/8/21	5/16-17/2021
Tennis	See above	2/8/21	2/22/21	3/8/21	5/7-8/2021
T&F	See above	2/15	3/1/21	3/15/21	5/24-25/2021
T&F ME					5/3-4/2021

NWAC RETURN TO PLAY GUIDELINES FALL SPORTS 2020 (STEP 1 COLOR PHASE APPROACH)

Summary: In conjunction with the NWAC Sports Medicine Committee, Dr. De Gooyer, and review of literature from state, national health agencies, NCAA, and other medical agencies, NWAC has created a color phase approach to for our Return to Play Guidelines. As prescribed by the NWAC Sports Medicine Committee, NWAC student-athletes/teams will follow the “color phase” protocol when returning to play (see information above). Before entering the “color phase protocol,” each NWAC member college will provide the NWAC with their respective return to campus protocol. Information to include: Identification of Covid-19 team and the Covid-19 liaison; Authority from local health authority and are following state and local health authority guidelines; Plan for sanitization, acquiring PPE’s, handling a positive/symptomatic individual, monitoring symptoms, contact tracing, and education plan for student-athletes, staff, and coaches, and game management.

GREY PHASE: Re-entry plan (2 weeks)

- NWAC recommends in accordance with national guidelines (CDC) that all athletes shelter in place and/or quarantine in the county of their institution 14 days prior to the red phase.
- NWAC student-athletes/teams will follow the “color phase” protocol when returning to play (see information below on dates and phases. Before entering the “color phase protocol,” each NWAC member college will provide the NWAC with their respective return to campus protocol.
- Information to include: Identification of Covid-19 team and the Covid-19 liaison; Authority from local health authority and are following state and local health authority guidelines;
- Plan for sanitization, acquiring PPE’s, handling a positive/symptomatic individual, monitoring symptoms, contact tracing, and education plan for student-athletes, staff, and coaches, and game management.

RED PHASE: Limited Group Practice (ATC’s recommend 14 days, which means we may move the championship dates back)

- Student Athletes and athletics staff have completed the COVID19 Addendum and the recommended quarantine.
- Vulnerable individuals shelter in place and continue individual workouts with precaution.
- Small group training should occur based on local health authority restrictions.
- Gatherings of no more than 10 are allowed.
- Virtual meetings when at all possible.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact, should remain closed **unless** strict distancing and sanitation protocols can be implemented.
- Nonessential travel should be minimized, and Centers for Disease Control and Prevention guidelines regarding isolation after travel should be implemented.

YELLOW PHASE: Modified Team Practices

- Vulnerable individuals should continue to shelter in place and continue individual workouts with precaution. Vulnerable individuals may perform workouts with coaches on an individual basis, with social distancing measures.
- Gatherings of more than 50 people should be avoided unless precautionary measures of physical distancing and sanitization are in place.
- Full team practices (*excluding vulnerable individuals*) can take place with social distancing measures in place.
- Nonessential travel should be minimized, and Centers for Disease Control and Prevention guidelines regarding isolation after travel should be implemented.

GREEN PHASE: Full Team Practices & Games

- Vulnerable individuals can resume in-person interactions, but should practice physical distancing, minimizing exposure to settings where such distancing is not practical.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact can reopen if appropriate sanitation protocols are implemented, but even low-risk populations should consider minimizing time spent in crowded environments.
- Unrestricted staffing (video, table, game management, etc.) may resume with sanitation protocols in place.
- Consideration of spectator modifications (i.e. no spectators, physical distancing, etc.) to ensure safety of student-athletes, support staff and spectators

BLUE PHASE: All clear and is dependent on the successful development of widely available treatment including prophylactic immunotherapy, coupled with widespread, effective vaccination.

- Reduction of spectator modifications (i.e. no spectators, physical distancing, etc.).
- Return to normal practice.

NWAC schools have been sent the following medical information:

- * Educational programs on COVID-19 for student-athletes.
- * Educational programs on COVID-19 for athletic administrators and coaches
- * COVID-19 Addendum
- * COVID-19 Assumption of Risk
- * Return to Play Protocol

Transportation

If they have already been cleared to practice together and have gone through a 28 day isolation, quarantine, and training period, then they should be given the option to travel. To be discussed in further detail as more information is provided.

NWAC requires day trips only. Overnight stays must get pre-approval from institutional administration and the NWAC Board of Directors.

Event Management

All sporting events will be managed in conjunction with the principles and guidelines established by the state of WA, local and county health authorities, Grays Harbor College COVID-19 protocols, and NWAC guidelines. Any additional standards are mentioned directly within the section for that sport.

Outdoor Sports: (Men's & Women's Golf, Women's Soccer, Baseball, Softball)

Golf: All golfing events will be managed according to state and local health authority standards and in conjunction with the NGCOA Park and Play guidelines endorsed by the state of WA as well as the safety and security protocols endorsed and established by the NWAC Executive Board and Commissioner.

Women's Soccer: Soccer events will need to be coordinated with the Aberdeen School District Athletic Director as it will involve the use and rental of Stewart Field.

Baseball and Softball: Baseball and softball events will need to be coordinated with the Aberdeen and Hoquiam Parks and Recreation Directors for the use of the Ken Waite Fields, Bishop Center Hitting Facility, Bishop Complex Fields, and Olympic Stadium.

Indoor Sports: (Volleyball, Men's & Women's Basketball, Men's & Women's Wrestling)

Volleyball, men's and women's basketball, men's and women's wrestling will utilize Choker Gymnasium for home events. Additionally, men's and women's wrestling will be coordinating practice facility use at the mall and therefore coordinating facility use there.

Fit Lab & Weight Room Use:

All coaches and student-athletes who wish to utilize the training facilities in the 500 building on campus must follow the protocols and guidelines outlined in this Entry Procedures document.

Miscellaneous

- Students are encouraged not to bring items with them that cannot be kept on their person during training in the Weight Room and/or Fit Lab.
- Restroom
 - Cleaning wipes will be available to wipe down restroom prior to use.
 - Upon returning to lab student will enter through the designated area, wash hands and put on required PPE.
- Break/Lunchroom
 - Breaks can be taken in designated areas or students can go through exit/entrance procedure of removing/putting on disposable PPE and go outside (using social distancing) for breaks.

Prior to the start of training in any of our athletic facilities, sanitation-trained staff/students will use disinfectant wipes, EPA registered household disinfectant or approved bleach solution to wipe down equipment and training areas.

We are committed to adhere to the WA state Phase requirements for Higher Education & the NWAC Executive Board for the training of our student-athletes and the protocols necessary to begin a safe and consistent Return To Play for NWAC and GHC sponsored events.

Will Rider, Director of Athletics

Dr. PageCarol Woods, Student Success Navigator-Athletics

COVID-19 Team and Athletic Liaison

The COVID-19 Team for Grays Harbor College

Keith Penner, Co-Chair, Chief of Campus Operations

Lucas Rucks, Co-Chair, Dean of Workforce Education

Dr. Ed Brewster, President

Dr. Jennifer Alt, Vice-President for Student Services

David Parkinson, Safety, Security, Emergency Management Coordinator

Chris Macht, Campus Operations Coordinator

Karen Carriker, Classified Staff Representative

Pat Mahoney, Faculty Representative

Will Rider, Athletic Director

Dr. PageCarol Woods, Student Success Navigator-Athletics

The Athletic Liaison for GHC and the NWAC

Will Rider, Athletic Director

GHC Buildings and Hours of Operation During Covid-19

Faculty/Staff

- Access to buildings is allowed per the following schedule, and only if there is a business or instructional need to enter the building.
 - Campus Operations and Information Technology staff must maintain 24/7 operational schedules and are exempt from the following limitations for business needs.
- To the greatest extent possible, all employees should limit their campus access, and only enter buildings if necessary.
- Faculty/Staff should plan schedules so that buildings are not entered during days/times noted as closed. Approval is required from the appropriate VP or Chief to enter buildings during dates/times noted as closed.
- Faculty/Staff are required to submit their recurring or one-time visits to campus by submitting the [Campus Access Form](#).

Building	Days Open	Times Open	Functions	Days Closed
100/HUB	Mon-Fri	7:00am-8:00pm	Offices, Bookstore, Student Appointments	Saturday/Sunday
500/Gymnasium	Mon-Fri	7:00am-8:00pm	Offices, Athletics	Saturday/Sunday
700/Krug	Mon-Fri	7:00am-8:00pm	Offices, Carpentry, Campus Operations	Saturday/Sunday
800	Mon & Wed	7:00am-8:00pm	Offices, IT	Tues/Thurs/Fri Saturday/Sunday
1500/Spellman Library	Mon, Tues, Thurs	7:00am-8:00pm	Offices, Library Support	Wed/Fri Saturday/Sunday
1600 Bishop Center	Mon, Wed	1:30pm-3:00pm	Jazz Ensemble Rhythm	Tues/Thurs/Fri Saturday/Sunday
1800/1900 Diesel/Auto/Welding	Mon-Fri	7:00am-8:00pm	Offices & Diesel/Auto/Welding	Saturday/Sunday
2000/Manspeaker	Mon-Fri	7:00am-8:00pm	Offices, Meeting rooms	Saturday/Sunday
4000/Schermer	Mon-Fri	7:00am-8:00pm	Offices, Classrooms, Labs, Meeting rooms	Saturday/Sunday

Students

- Students may access buildings for previously scheduled:
 - class activities (typically labs, Industrial Technology courses or similar)

- athletic practices
 - appointments with faculty/staff.
- Access is limited to the building in which the class, practice or appointment is scheduled, and only for the duration of the activity
- Students will need to perform a health assessment prior to coming to campus, and should not come to campus if they have one or more symptoms as listed [by the Department of Health](#). If a person has one or more symptoms, it will need to be reported by filling out the [COVID-19 Reporting Portal](#).