



Students,

You are registered in a class that will require some on-campus labs this fall semester (either BIO 55, KIN 30, or ELC/ELE/MAN-72). Norco College is committed to the health and safety of all our students and employees and have developed a plan to minimize the risk of exposure to the coronavirus. For this plan to be effective, we need active participation from everyone who comes on campus.

Here's what you need to know in order to enter your lab:

1. Before the first day of classes (August 24), all students and college employees who will be on campus are required to watch this online training video - [Coronavirus 101: What you need to know](#) (9 minutes).
2. All students must complete a (COVID) Symptom Checker every day prior to coming to campus. The checker is simple to use. Simply answer a few questions and if you are safe to come to campus you will see a green check; if you are not, you will see a red stop sign telling you to stay home. There are three ways to complete this:
 - a. Smart Phone: Download the RAVE Guardian app: <https://www.rccd.edu/rave/Pages/index.aspx>,
or
 - b. Computer: You may take complete the Symptom Checker assessment online and print your results at: <https://bit.ly/RCCDSymptomCheck>
or
 - c. Paper option: You may complete the assessment when you arrive on campus.

When you arrive on campus, you will need to check in with Norco College staff outside of your lab. You will hold up your phone screen (or a printout of the Symptom Checker result) from 6ft away to show that you have taken the assessment. *NOTE: Please arrive on time. Do not arrive too early or stay before or after class on campus. Unfortunately, we cannot allow students to congregate and socialize on campus.*

3. Around Campus
 - a. PARKING: GOOD NEWS! You will not be charged for parking on campus during the fall semester, but will be required to obtain a free parking permit from Campus Safety by September 7, 2020 if you are attending a class with an in-person component.
 - b. Face (nose and mouth) coverings and physical distancing are required always/everywhere on campus. As always it is best and most comfortable if you bring your own, but in an emergency we will have disposable facemasks available for day use.
 - c. Students will meet in a designated area, maintaining a six-foot distance from one another, and enter the lab per the faculty instructions. We have mapped out the direction of travel on campus, please observe all signage and direction of travel instructions.

- d. All workstations, equipment, common areas, and frequently touched surfaces will be sanitized and disinfected multiple times daily.
 - e. Hand sanitizer, soap and paper towels will be readily available in restrooms.
 - f. BRING A WATER BOTTLE! All drinking fountains on campus will be closed/covered, but hydration (bottle refill) stations will be regularly sanitized and available for your use.
 - g. The Norco College bookstore will return to full in-person service from August 17 to September 24. Rigorous cleaning and safety protocols are being implemented
4. In the Classroom/Lab
- a. Students will sanitize their hands upon entering and exiting the lab.
 - b. Face (nose and mouth) coverings and physical distancing are required always/everywhere on campus
 - c. Each lab classroom has been evaluated for maximum occupancy to ensure appropriate social distancing. Faculty will use a seating chart for each lab section, and students will sit in same seats for each lab session.
 - d. Cleaning and disinfecting of facilities and equipment will take place on a regular basis by college staff prior to any labs or classrooms being opened. Additionally, to ensure safety, you'll need to sanitize your workstation with the provided sanitizing solution/wipes before beginning any work once you arrive at your lab station. This process will be repeated at the end of labs just prior to exiting.

What happens if you get sick?

If you develop symptoms as indicated on the Symptom Checker, or are visibly showing symptoms while on campus, you will be asked to leave until [CDC criteria](#) to return are met, or after consulting with a healthcare provider. This entire process will help ensure that we work together to protect each other and keep everyone healthy and safe. We are dedicated to helping you successfully complete your course, even if you become ill. Please immediately contact your instructor via Canvas/email and work out an alternate assignment during the time you are self-quarantining off campus.

We know this is a challenging time for all of you. We have confidence in you and your ability to rise to these challenges. Please stay engaged and keep up your studies so that you are prepared for the world ahead. It will be worth it! We welcome you to the fall semester and we look forward to seeing you soon.

Go Mustangs!