GUIDING PRINCIPALS

1. DCC will place the health and wellbeing of students, staff, and faculty above all other considerations.

2. Decisions regarding in-person and remote learning will be driven by program quality and fairness across all student demographics.

3. DCC will provide as much certainty as possible to students and staff by making and communicating decisions as early as possible.

4. DCC will capitalize on lessons learned to enhance operations, sustainability and service delivery.

**Employee & Student Health**

The health and safety of our employees and students is our number one priority. All people associated with DCC are asked to self-quarantine and seek medical treatment should they exhibit any symptoms of COVID-19, have been exposed to someone who has the disease, or has tested positive for COVID-19.

**Physical Distancing**

All people entering our building will be advised to practice physical distancing by standing at least six feet away from other groups of people. Classrooms, computer labs and other physical layouts will be arranged to ensure appropriate distancing. Reception areas have plexiglass barriers and staff, students and visitors are reminded by signage to respect the barrier. Employees and students will be reminded not to touch their faces and to practice physical distancing by standing at least six feet away from students and other employees whenever possible through the use of orientation and signage on site.

**Entrance Signage**

There are health and hygiene reminders throughout the building including the proper way to wear, handle and dispose of masks. Use gloves (in positions deemed appropriate by medical experts), wash hands, sneeze and to avoid touching their faces.

**Employee & Student Health Concerns.**

Employees and students are instructed to stay home if they do not feel well and are instructed to contact a manager (employees) or faculty (students) if they notice a co-worker or student with a cough, shortness of breath, or other known symptoms of COVID-19. Employees and students who are exhibiting any of the symptoms of COVID-19 while at the college are instructed to immediately notify their manager (employees) or faculty (students) to arrange to go home or seek medical attention as required.