



BARRY UNIVERSITY

BARRY UNIVERSITY COVID-19 GUIDELINES FOR VISITORS

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| Approved by: | University Workforce Planning Taskforce University President |
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| Revised: | |
| Related Policies: | |
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| Additional References: | Back to Barry Return to Locations Guide |

I. PURPOSE

In an effort to promote the health and welfare of the Barry University community, these guidelines have been developed to assist visitors, vendors and guests (“visitors”) in understanding how to reduce the spread of COVID-19 on University campuses and off-site locations (locations). COVID-19 is an inherent public health risk. It is incumbent on everyone who visits University locations to understand and abide by these guidelines and other University guidelines, protocols and policies, and continue to stay informed through bary.edu/back.

II. PROCEDURE

A. In General

Access to Barry University locations is limited to only those visitors necessary for the essential functioning of the University or as determined on a case by case basis by the University Workforce Planning Taskforce and the Health Care Planning Taskforce. Visitors can include but not be limited to vendors, approved affiliates, outdoor external group facilities rentals, guest lecturer, etc. Visitors to a Barry University location are to adhere to these Barry University COVID-19 Guidelines for Visitors. In addition, visitors shall:

- Follow directions on all posted signs
- Comply with all instructions from the University’s Public Safety personnel or other University personnel

Guests of Residential Students. Guidelines established by Housing and Residence Life currently prohibit students from having guests. Housing and Residency Life Guidelines are to be monitored for updates or revisions.

Specialized Areas of the University. These Guidelines shall apply unless more specific guidelines have been developed for a specialized area of the University such as but not limited to the Foot and Ankle Institute, CARE Counseling Center, Campus Tours and Admissions in which case the more specific guidelines shall apply.

B. Symptom Self-Monitoring

All visitors shall perform a daily symptom self-check prior to entering any Barry University location. The COVID-19 Daily Symptom Self-Check is found here:

<https://barrystorage.blob.core.windows.net/assets/docs/prepare/covid-19-symptom-self-check-tool.pdf>

Anyone experiencing symptoms related to COVID-19 shall not access any University location and shall postpone the visit. Consult a health care provider. Seek emergency medical care if symptoms are severe or concerning.

C. Face Covering

Every Barry University visitor over the age of two (2) shall bring and wear a face covering while at a University location.

- The face covering shall be of an appropriate nature and not create an intimidating, hostile or offensive working or educational environment and shall not violate the University's Non-Discrimination Policy or Harassment Policy.
- The face covering shall not be a mask with a one-way filter/valve.
- A visitor who fails to wear a face covering, wears a mask with a one way filter/valve or wears a face covering that creates an intimidating, hostile or offensive working or educational environment or violates University Policy will be asked to leave the University location.

1. When Required

Visitors at a Barry University location shall wear a face covering or mask ensuring that the nose and mouth are completely covered at all times. This includes but is not limited to:

- All campus buildings
- Campus grounds
- Shared laboratory area
- Shared studio space
- Residence hall spaces
- Classrooms
- Elevators
- Locker rooms and other athletic facilities
- Conference rooms

- Eating facilities

2. When Not Required

Face coverings **do not** need to be worn in the following circumstances:

- When alone in a private room or office with a closed door, a private vehicle, or when walking or exercising in an unpopulated area
- Individual is under the age of two (2)
- Individual has trouble breathing, is unconscious, or has physical limitation that makes it difficult to place and remove a mask without assistance
- When federal or state safety or health regulations prohibit the wearing of facial coverings
- When engaged in strenuous physical activity. However, a face covering must be worn while using the University Fitness Center.
- When engaged in eating or drinking
- When interacting with an individual who needs to read lips to communicate while staying at least six (6) feet apart from the individual
- While an individual is receiving services that require access to that individual's nose or mouth
- When swimming or engaged in other activities which may cause the face covering to become wet
- When teaching an in-person class, a course instructor of record (i.e. faculty or staff) may wear a face shield or remain behind plexiglass while staying at least six (6) feet apart from all other individuals in lieu of a mask

3. Taking a Face Covering Break

If wearing a face covering for more than ninety (90) minutes, it is recommended to take a ten (10) minute break within that ninety (90) minute timeframe to go outside into the fresh air and remove the face covering while remaining at least six (6) feet apart (approximately two arms-length) from other individuals.

D. Physical Distancing Requirements

- Stay at least six (6) feet – approximately two arm's length – from other persons at all times both indoors and outdoors. This includes but not limited to when in classrooms, conference rooms, offices, gathering areas, eating locations, campus grounds, shared laboratory areas, shared studio space, locker rooms, common space in residence halls, vehicles, multi-passenger golf carts, etc.
- Desks/seating are to be six (6) feet apart facing-forward
- When using an elevator, maintain a six (6) foot distance from another individual.
- Do not gather in groups. Classes and groups should not exceed 50% room capacity, with specific limits on numbers of individuals appropriate for classes and groups to be communicated as conditions evolve.
- Face coverings are not a substitute for maintaining at least six (6) feet of distance from other individuals

E. Handwashing

- Wash hands frequently with soap (regular soap is acceptable; it does not need to be antibacterial) and water for at least twenty (20) seconds.
- Wash hands frequently during the day, especially after using a bathroom, before and after eating, after being in public places, after blowing nose, sneezing or touching face.
- If soap is not readily available, use a hand sanitizer with at least 60% alcohol. Hand sanitizing stations are located throughout campus.
- Cover all surfaces of hands and wrists and rub them together until they feel dry.

F. Coughing and Sneezing

- Cough or sneeze into a tissue and throw it away after use. If a tissue is not available, cough or sneeze into the inside of one's elbow.
- If wearing a mask, change the mask after sneezing or coughing if the mask gets wet.
- Wash your hands immediately following good handwashing hygiene.

G. Use of Restroom

- When using a restroom, obtain dry towels prior to washing hands. Wash hands with soap and water before and after using a bathroom for at least 20 seconds. If soap is not readily available, use a hand sanitizer with at least 60% alcohol.
- It is recommended but not required to use the following technique: use a dry towel to turn off the faucet; dispose of the towel and dry hands with a clean towel; after hands are dry, take a clean towel and open the door to exit; throw the towel in the trash.

H. Use of Stairwells, Hallways and Elevators

- Stairways are designated with signage for one-way up or down traffic as building space allows.
- Hallways, walkways and large open workspaces with multiple through-ways are designated with one-way signage to increase distance between individuals moving through the space.
- Use caution when entering a hallway, walkway or stairwell to assess traffic flow and to ensure the ability to maintain at least six (6) feet distance from others. Whenever possible, walk in open outdoor space rather than hallways or walkways.

- Elevators should be used only when necessary. Individuals who use wheelchairs or have other mobility considerations should be given priority for use of elevators. No more than two individuals should be in an elevator at any one time. Signs will alert passengers as to the allowed capacity. Decals will be placed on the floor instructing passengers where to stand.
- When in an elevator attempt to use an elbow or knuckle to push the floor or other buttons. Wash hands for at least 20 seconds or use hand sanitizer with at least 60% alcohol after touching common areas in an elevator.

I. Accompanying a Minor

For a parent or guardian who accompanies a minor to a University location so that the minor can participate in an activity, the parent or guardian shall adhere to the following:

- Parent or guardian shall drop off and pick up the minor from their vehicle.
- Parent or guardian will not get out of the vehicle to walk the participant to the activity area unless prior arrangements have been made with the organizer of the activity.
 - If the minor is visiting a specialized area of the University where specific guidelines have been developed such as but not limited to the Foot and Ankle Institute, CARE Counseling Center, Campus Tours and Admissions, the more specific guidelines shall apply.
 - If the organizer is a University employee, the University employee may provide authorization;
 - If the organizer is an external third party, Conference and Events Services must provide authorization
- Parents who have not been authorized to accompany their minor are to remain in their vehicles at all times while on University property and shall not walk around the University location.
- Parents or guardians are to stay for the duration of the activity in which their minor is participating if the activity is an outdoor activity.
 - Minors will be directed to their parent's or guardian's vehicle if lightning is detected during an outside activity and the activity must be discontinued.

III. Compliance

To the extent feasible, when faculty or staff invite a visitor necessary for the essential functioning of the University onto campus, the faculty or staff shall direct the visitor review these Guidelines before coming onto a University location.

Any visitor who does not follow these Guidelines will be asked to leave the University premises.

Compliance with the Guidelines will be taken into consideration when granting future requests to access or use University premises.