

# Simmons

## UNIVERSITY

### **PHYSICAL DISTANCING, FACIAL COVERINGS AND HYGIENE POLICY<sup>1</sup>**

During the spring 2022 semester, faculty, staff and students will be returning to campus to learn, work, and live. As members of the Simmons community, we must uphold Simmons' values and act with a shared commitment to health and safety, which includes working to minimize the transmission of COVID-19.

This policy describes the expectations for all staff, faculty and students who will be coming to campus. By coming onto campus in any capacity, staff, faculty and students agree to meet the expectations detailed here. While some aspects of our plans are evolving, we know that they will contain preventative health measures to protect ourselves and each other, including many things that are now familiar: the wearing of face coverings, physical distancing, and frequent hand washing. The practices for campus have always been, and will continue to be, developed using guidance from the Simmons Health Center and Medical Director, as well as guidance from the Centers for Disease Control and Prevention (CDC).

### **FACIAL COVERING**

**A facial covering must be worn by all staff, faculty and students while inside campus buildings.** An appropriate facial covering is one that provides full coverage of your nose and mouth and fits closely with minimal or no air leakage from the sides. N95, KN95, and KF94 masks are preferred, but if necessary, you can wear a cloth mask over a medical or surgical mask to ensure close-fitting coverage. Facial coverings are not required outdoors for people who are fully vaccinated, but are still recommended for anyone who is not fully vaccinated.

Should you need a facial covering while on campus, you may obtain a disposable mask from Public Safety in the Palace Road Building.

### **EXCEPTIONS**

Employees and student are not required to utilize a face covering in the following limited circumstances:

- While alone in a confined room, such as an office or a dorm room (Note: does not include meeting rooms, break rooms, or shared environments, including vehicles).
- Eating or drinking

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<sup>1</sup> This policy was informed by the one announced by Duke University under their Public Health Measures

## **PROPER USAGE**

N95, KN95, and KF95 masks can be worn for up to a week as long as they aren't soiled. Disposable masks should only be worn for one day and then must be placed in the trash. Cloth face coverings must only be worn for one day at a time, and must be [properly laundered](#) with regular clothing detergent before the first use, and after each day of use. Having a supply of multiple cloth facial coverings may help reduce the need for daily laundering. Please note, the fabric design or pattern for other reusable face coverings worn by employees should be appropriate for the workplace.

Putting on the facial covering:

- Wash hands or use hand sanitizer prior to handling the facial covering.
  - Ensure the facial covering fits over your nose and under your chin.
  - Situate the facial covering properly with nose wire snug against your nose (where applicable).
  - Tie straps behind the head and neck or loop around the ears, as applicable.
  - Throughout the process: avoid touching the front of the facial covering.

Removing the facial covering:

- Do not touch your eyes, nose, or mouth when removing the facial covering.
  - Loop your finger into the strap and pull the strap away from the ear or untie the straps (as applicable).
  - Wash hands immediately after removing.

## **HYGIENE & PERSONAL RESPONSIBILITY**

Handwashing: 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, sneezing, or touching your face. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. When using hand sanitizer, cover all surfaces of your hands and rub them together until they feel dry. Try to avoid touching your eyes, nose, and mouth, and wash your hands after touching your face.

Coughing/Sneezing Hygiene: When coughing or sneezing while wearing your facial covering, cough or sneeze into the facial covering. When coughing or sneezing while not wearing your facial covering, cover your mouth and nose with a tissue or use the inside of your elbow. Immediately throw used tissues in the trash and wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with alcohol-based hand sanitizers with greater than 60% alcohol.

## **PHYSICAL DISTANCING**

In order to return to full capacity operations in classrooms and other spaces, we have rescinded our physical distancing requirements, though we still strongly recommend that all members of the Simmons community remain conscious of their space from others and to help prevent the spread of COVID-19 by maintaining distance when possible, especially when unmasked. The combination of masking and maintaining physical distance is still an important tool in fighting the spread of COVID-19.

**For more information on this policy please contact: [preparedness@simmons.edu](mailto:preparedness@simmons.edu)**