

General Safeguarding

Sollers College intends to observe general safeguards throughout all functional areas of the institution. In line with Executive Order No. 155 and the Office of the Secretary of Higher Education's (OSHE) restart standards for higher education, the following practices and procedures will be implemented:

1. Sollers College's cleaning company will clean and sanitize classrooms, restrooms, offices, staff cubicles, reception area, conference rooms, high-touch areas, equipment, and shared surfaces frequently;
2. Faculty, staff, students, and visitors will be required to wear face coverings when on campus, except when doing so would inhibit the individual's health;
3. The reception desk has face masks and sanitizers readily available;
4. Health screenings will be performed for faculty, staff, students, and visitors prior to entry; and education regarding self-monitoring for symptoms will also be done;
5. Training will be provided for faculty and staff on appropriate sanitization and social distancing practices and protocols as well as institutional policies and procedures developed to limit the spread of Covid-19;
6. The school will secure and maintain adequate supplies necessary to prevent Covid-19 transmission, including but not limited to cleaning supplies, disinfected materials, face coverings or masks, and testing materials;
7. Remote instruction will continue indefinitely for faculty and students;
8. Social distancing will be practiced everywhere on campus including restrooms;
9. A plan will be implemented for the operation of student services;
10. The school commits to working with local and state officials, including The Edison Department of Health and Human Services and The Township of Edison Office of Emergency Management, to share the components of the restart plan and revise the plan as may become necessary;
11. Contact tracing protocols will entail a mechanism to maintain a log of students, faculty, staff, and visitors; any instances of Covid-19 will be reported to local health officials. If necessary, any further contact tracing protocols and Covid-19 testing guidance will be developed in consultation with local health officials and in line with existing state and federal health privacy statutes and regulations;
12. Until social distancing rules are eliminated, there will be no mass gatherings or campus events.

Screening, Testing, and Contact Tracing Protocols

The Employee and Student Communications Personnel, a member of the Pandemic Coordination and Response Team (the Team), will ensure the continued use of the school's current electronic log-in process to keep track of staff, faculty, and students, and a manual sign-in sheet at the receptionist desk to keep track of all visitors to the campus. Any instances of Covid-19 will be reported to the Edison Department of Health & Human Services (www.edisonnj.org/index.php).

The Team will develop further testing and contact tracing protocols, as testing reliability changes, in consultation with the Edison Department of Health & Human Services and in line with existing state and federal health privacy statutes and regulations. All updates will be communicated in a timely manner to all stakeholders.

Instruction

Instruction will be done remotely for faculty and students during Stages 1, 2, and 3. There will be no in-person instruction.

Computer Lab

The computer lab at Sollers College will remain closed during Stages 1, 2, and 3.

The school has given, and will continue to give, laptops with internet access to students who may lack access to technology needed to participate in online instruction and activities.

Library

Library activities will continue to be done online during Stages 1, 2, and 3. Online access to publications and other remote services will be expanded.

Students, faculty, and staff are encouraged to use online versions of publications wherever possible.

Remote requests and interlibrary loans will be expanded.

Student Services

All student services will be done remotely during Stages 1, 2, and 3.

Any in-person meeting will be allowed for emergencies only, and all Covid-19 protocols will be practiced by student(s) and employee(s) – face coverings, use of hand sanitizers and frequent hand washing, and social distancing.

Students and employees who are immunocompromised, or otherwise in an at-risk category, will only work or meet remotely, even in emergency situations, rather than in-person.