The entire Colorado Northwestern Community College community is required to follow current public health guidance including, but not limited to the wearing of face coverings or masks, the practice of social distancing, and appropriate personal hygiene practices. We recognize that the COVID-19 epidemic is fluid in nature, and we remain prepared and ready to adjust our policies as needed and as directed by public health leaders.

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General Policies:

- **Room Assignments** – Student will be emailed assignments in late December
  - All students in housing may be required to be COVID tested – See COVID Testing for details.
- **Apartment Assignment** – CNCC will attempt to accommodate student requests, but placement will be within COVID policy requirements.
  - New Students will receive move in information shortly after receiving placement information via email in December. Returning Students will also receive move instructions and times via email in December.
  - Staggered move in times will be assigned to limit contact and large numbers of students and families on campus at the same time.
- **Social Distancing** – 6ft where possible
- **Social Gatherings**: No gatherings of more than 10 permitted
- **Face Coverings Required** in Common/Public Areas
  - Face coverings will be available at entrances to residence halls or upon request
  - Face coverings are required inside of all CNCC buildings
  - Face coverings are not required in outdoor spaces so long as 6 feet of physical distance is maintained.
  - Face coverings are not required in your own room
- **Hand Sanitizer Stations** – Located at main entrances of campus buildings and in apartments
- **Practice Good Hygiene** – Wash hands with soap, refrain from touching your face, and sanitize commonly touched surfaces.
- **Disinfecting Wipes** – Will be available at main entrances of campus buildings and in apartments.
- **Increased Cleaning and Sanitization** - Heightened cleaning and disinfecting of our facilities has been implemented.
  (Detailed plan will be posted soon)
- **Signage** – Signs have been placed at the entry points of all buildings to remind students and employees of the mask, self-symptom check, and social distancing requirements, as well as a reminder not to enter the building if exhibiting any symptoms of illness.
- **Campus Open for All Students**: CNCC will open study areas (Computer Labs, Library, Gateway Center) for students who need to use computer labs, Wi-Fi, printing, or other resources on campus. Computers and other equipment used will be disinfected after each use. CNCC will provide disinfecting wipes.
- **Extended Quiet Hours**: Quiet Hours will be from 9:00 PM to 7:00 AM for all apartments
- **Guest Policy Limited**: No non-resident guests (no off campus visitors) will be permitted in apartments without the approval of the Vice President of Student Affairs.
- **Limited Public Access**: For the Spring 2021 semester, members of the public will not be allowed on campus unless authorized by the Vice President of Student Affairs. This includes family and friends.
- **Increased Wellness Checks** – CNCC will monitor students’ health & wellbeing during semester.
  - Do not leave your residence apartment if you are symptomatic.
  - If you do not feel well or develop symptom. Please contact John Anderson, Vice President of Student Services, at 970-629-9401 or john.anderson@cncc.edu immediately.
- **Self-Monitoring** – Students, faculty and staff will be asked to self-monitor and report on any COVID-19 symptoms. This will be facilitated through a symptom self-report entered via a web form. The form is located on our website or can be accessed by clicking Incident Form here.
  - Self-Screening mobile apps are available at no cost for Android and Apple smart phone platforms.
  - CNCC will provide download directions and use instructions for approved mobile app

Check-In and Screening:

- **Required Prior to Check/Move-in**
  - If you or any guests planning to accompany you for move in feel ill or are exhibiting any COVID-like symptoms prior to check/move-in please DO NOT come to your check in appointment and contact Campus Life.
  - Registered for Classes – If you are not yet registered please log into Navigate to register for classes or set an appointment with your advisor. You can also email CNCC_advising@cncc.edu with any questions.
  - Submit proof of or waiver for your immunization records. Proof of or waiver for Measles, Mumps, and Rubella 1 & 2 (MMR 1 & MMR 2) and Meningitis vaccine are required. Please send these to admissions@cncc.edu.
    - Immunization Certificate
  - If you do not or have not received immunization/vaccinations – please complete –
- MMR 1&2 Medical Exemption Waiver OR MMR 1&2 Non-Medical Exemption Waiver
- Meningococcal Waiver From
- Please contact Grace Stewart or Carol Sharp for questions or call 1-800-562-1105
  - CNCC strongly encourages all students to complete these before arriving on campus to speed up check in

**Move in Dates:** May extend dates to allow for staggered move in times and minimal crowds
- January 8th - New student move-in and Orientation
- January 9th and 10th – Move-in for returning students

**Staggered Move-In Times** – to avoid large crowds
- Students moving into the apartments will be emailed placement information and a move-in appointment to their CNCC email address. If you need to change your assigned move-in, appointment contact Campus Life.

**Limited Number of Guest:** Student may have no more than 2 guests during check/move-in
- Groups larger than 1 student and 2 guests will be asked to remain off campus
- Due to COVID restrictions guests of students helping them to move-in are asked not to linger in apartments longer than necessary. After move-in is, completed guests are encouraged to explore other parts of campus and the community. Additional information will be provided upon arrival.

**Screening on Arrival - Temperature Checks and Questions**
- Screening areas will be set up at the campus entrance. Please report to campus BEFORE returning to the apartments.
- Screening will be REQUIRED OF EVERYONE in vehicle
  - Students and guests are to remain in cars for screening process
  - Signage will indicate where to enter, wait, and stop
    - Student Ambassadors will greet you at the screening area
    - Student will be provided a questionnaire 48 hours in advance that they will need to complete
      - Questionnaire available at Check-In Stations
      - CNCC strongly encourages all students to complete these before arriving on campus
    - Ambassadors will take temperatures
    - If students need to complete registration, make deposits, or turn in immunization records instruction will be provided.
      - CNCC strongly encourages all students to complete these before arriving on campus.
    - Ambassadors will then provide directions to apartments for move-in

**Move-In Procedure:**
1. Arrive in Craig and proceed to Campus
2. Use visitors parking or 2nd entrance on right up the hill – Follow signs indicating screening area
3. Proceed to next step in visitor parking lot if cleared
   - Campus Life/Staff will assist with check in
     - Get keys, photo ID, general info, and directions to apartment
   - Staff member checks:
     1. Completed application with photo
     2. Housing Deposit
     3. Immunization Records
     4. Registered in a minimum of 12 Credit Hours
4. Proceed to apartments and complete Room Condition Form (RCF)
   - RA will not accompany student to reduce contact
5. Proceed with move in
   - Only 2 guests are allowed to help with move in to limit crowd size and exposure risks
6. Return RCF to Campus Staff in visitor lot
7. RFC Review
   - RFC indicates problems maintenance and Campus Life will be notified
8. Masks Required
   - Provided at Entrance to campus
   - Encouraged to bring your own
   - Required when interacting with staff
COVID Testing:

- COVID Testing may be required of all students in housing.
  - CNCC is coordinating with Memorial Regional Health and the Moffat County Public Health Department to provide and administer testing.
  - There is no charge for the test.
  - CNCC Housing staff will assist with questions and coordination of testing.
  - More information on testing will be sent closer to school resuming.
  - Contact Campus Life if you have questions
- Students with medical conditions or high risk will be advised to take personal assessment of the risks of COVID and residence hall living.
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  - Self-Screening mobile apps are available at no cost for Android and Apple smart phone platforms.
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Other CNCC Plans
1. CNCC Spring 2021 Open Campus Safety Plans
2. CNCC Spring 2021 Open Campus Safety FAQ
3. CNCC Spring 2021 Athletics Safety Plan
4. CNCC Spring 2021 Food Services Safety Plan
5. CNCC Spring 2021 Rangely Housing Safety Plan
6. CNCC Spring 2021 Craig Housing Safety Plan
7. CNCC Spring 2021 Facilities Cleaning and Safety Plan
8. CNCC Spring 2021 Offices & Employee Safety Plan