SOCIAL DISTANCING, FACEMASKS AND HAND HYGIENE

This policy and procedures document is to provide all members of the NHTI College community information and requirements for mitigation of Covid-19 Transmission through social distancing, use and proper wear of facemasks face masks and other preventative measures. These measures are required while on NHTI property to reduce potential for transmission of Covid-19 on the campus.

NHTI will employ a variety of methods that creates a layered approach to slow and mitigate the spread of Covid-19 on the College campus.

Social Distancing or Physical Distancing

Keep a safe space between yourself and other people who are not from your household by limiting close face-to-face contact through social/physical distancing with others is the best way to reduce the spread of coronavirus (Covid-19) and protect yourself and others. Therefore, all persons in the NHTI community shall engage in social distancing as much as possible.

To practice social or physical distancing, stay at least 6 feet (about 2 arms' length) from other people who are not from your household in both indoor and outdoor spaces.

Additional Tips to consider for social distancing:

- Before going out, know and follow the guidance from local public health authorities
- Transportation:
  - Avoid public transportation, if possible, but if you need to, try to keep at least 6 feet from other passengers or transit operators.
  - When using rideshares or taxis, avoid pooled rides where multiple passengers are picked up, and sit in the back seat in larger vehicles so you can remain at least 6 feet away from the driver.
  - If using NHTI vehicles it should be limited to single individual in vehicle as this is a confined space. If more than one persons must be in vehicle they should space out as much as possible and wear a facemask.
- For additional transportation tips click here
- Limit Contact When Running Errands:
  - Limit in person visits to sores only when you absolutely need to.
  - Stay at least 6 feet away from non-household members while shopping and in lines.
  - Use drive-thru, curbside pick-up, or delivery services to limit face-to-face contact with others. Maintain physical distance between yourself and delivery service providers during exchanges and wear a mask.
- Choose Safe Social Activities:
  - It is possible to stay socially connected with friends and family who don’t live in your home by calling, using video chat, or staying connected through social media.
  - If meeting others in person (e.g., at small outdoor gatherings, yard or driveway gathering with a small group of friends or family members), stay at least 6 feet from non-household members.
- For additional safe social activity tips click here
• Avoid crowds:
  o Being in crowds like in restaurants, bars, fitness centers, or movie theaters put you at higher risk for COVID-19.
• Avoid poorly ventilated spaces:
  o Avoid indoor spaces that do not offer fresh air from the outdoors as much as possible. If indoors, bring in fresh air by opening windows and doors, if possible.

People can spread the virus before they know they are sick and without symptoms, it is important to stay at least 6 feet away from others when possible. Social distancing is especially important for people who are at higher risk for severe illness from COVID-19.

**Measures to Promote Social/Physical Distancing**

Several steps have been incorporated throughout the college to promote and increase social distancing throughout campus
  o Use of Zoom or other IT platforms for classes, lectures, appointments or meetings.
  o Limiting recreational or other activities to ten (10) persons or less.
  o Closure of academic building common areas.
  o Buildings and rooms have max occupancies established to maximize social distancing in these areas.
  o Removal of excess tables and chairs in classrooms and in common areas in residence halls.
  o Spacing of desks/tables and chairs in classrooms and common areas.
  o Buildings, rooms stairwells and hallways have been marked for:
    o Entrance and exit from rooms if there are multiple doors.
    o Areas in various buildings have hallways, stairwells and inside rooms markings with yellow tape to indicate direction of travel.
  o Marking teach areas, six-foot line from teacher space and desks with “X”s to indicate instructional areas and where students shall sit in the classroom.

**Wearing Masks**

To reduce the spread of Coronavirus (Covid-19) the CDC recommends that people wear masks in public settings when around people outside of their household, especially when other social distancing measures are difficult to maintain.

**Information on Wearing Masks**

• A mask may not protect the wearer, but it may keep the wearer from spreading the virus to others.
• Social distancing is the preferred method to prevent Covid-19 transmission followed by wearing a mask. Even when wearing a facemask, you shall still socially distance as a mask is not a substitute for social distancing.
• Masks are most likely to reduce the spread of COVID-19 when they are widely used by people in public settings.
• Face shields are not an effective substitute for wearing a mask.
• Masks **should not** be worn by:
  o Children younger than 2 years’ old
  o Anyone who has trouble breathing
  o Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance
There are other considerations where a facemask may not be considered safe or appropriate.

- Additional CDC guidelines and considerations for masks are found [here](#).
- Video on how to wear your facemask properly.

### State of New Hampshire Mask Mandate

**Emergency Order number 74** mandates the wearing of a mask or cloth face covering statewide. Key points of order:

- All persons over the age of 5 within the State of New Hampshire shall wear a mask or cloth face covering over their noses and mouths any time they are in public spaces, indoors or outdoors, where they are unable to or do not consistently maintain a physical distance of at least six feet from persons outside their own households.
- ...the term "public spaces" includes any part of private or public property that is generally open or accessible to members of the general public. Public spaces include, but are not limited to, lobbies, waiting areas, outside plazas or patios, restaurants, retail businesses, streets, sidewalks, parks, beaches, elevators, restrooms, stairways, parking garages, etc."

- The order does not apply at NHTI in the following instances or persons:
  - For a medical condition or disability that prevents wearing a mask or other face covering;
  - When consuming food or drink or sitting at a restaurant or table to eat or drink;
  - When engaged in physical strenuous physical activity;
  - When giving a religious, political, media, educational, cultural, musical, or theatrical presentation or performance for an audience;
  - When someone is deaf or hard of hearing, and any person while communicating with an individual who is deaf or hard of hearing or who has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a mask or face covering difficult;
  - When obtaining or providing a service that requires the temporary removal of a mask or face covering;
  - When asked to remove a mask or face covering to verify an identity for lawful purposes;
  - A public safety worker actively engaged in a public safety role and when a mask or face covering would seriously interfere in the performance of their public safety responsibilities.
  - A person who declines to wear a mask or cloth face covering because of a medical or developmental issue, or difficulty breathing, shall not be required to produce documentation, or other evidence, verifying the condition.

### NHTI Guidelines for Wearing Facemasks (N95 respirator, surgical mask, cloth facemasks, etc.)

Cloth facemasks shall be worn under the following circumstances:

- When screened upon entry into a building or activity area.
- All indoor spaces on campus, except as outlined in the State of New Hampshire mask mandate.
- In outdoor areas when social distancing cannot be accomplished.
- In offices and confined areas and areas where there is poor air flow and more than one person is in the room/area.
- More than one person in any type of vehicle (van, car, UTV, etc.)
As dictated by State of New Hampshire and NH Department of Health and Humans Services for Athletic practices, training and/or games.

Cloth facemasks are not Personal Protective Equipment (PPE). Therefore, specific personnel by the nature of their position and job tasks which exposure to Coronavirus (Covid-19) is highly likely (Health Services, Campus Safety, etc.) and specific courses based on course activities will have specific designations that higher level facemasks (i.e. fitted N95, surgical) shall be required and is provided by the college: Allied Health and other classes which based on class requirements have close contact.

Based on CDC guidance and recent studies that provide recommendations for facemask selection and wear:
  o Have two or more layers of washable, breathable fabric
  o Ensure that the facemask completely covers your nose and mouth
  o Mask should against the sides of your face and not have gaps. If you have a poor fit of a surgical type mask you can shorten the ear straps by tying the end of the strap in a loop to shorten the straps. This will tighten the mask to your face.
  o Wear a gaiter (should be nylon or polypropylene) with two layers, or fold it to make two layers.
  o If you wear glasses, find a mask that fits closely over your nose or one that has a nose wire to limit fogging.
  o During cold weather if you are wearing a scarf, ski mask or balaclava; wear over your mask.

The following mask types do not offer protections for oneself or others and shall be prohibited from use on NHTI property. Mask that are:
  o Knitted
  o Cloth or other facemask types with exhalation valve or vents
  o Bandanas
  o Fleece neck gaiter

If you have a concern or specific medical reason that a mask cannot be worn:
  o Employees should contact NHTI Human Resources Officer Susan at smakee@ccsnh.edu
  o Students should contact Accessibility Services through Stefanie How at smhowe@ccsnh.edu

**Hand Hygiene**

Frequently wash hands with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. It’s especially important to wash:
  o Before eating or preparing food
  o Before touching your face
  o After using the restroom
  o After leaving a public place
  o After blowing your nose, coughing, or sneezing
  o After handling your mask
  o After changing a diaper
  o After caring for someone sick
  o After touching animals or pets
  o If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
  o Avoid touching your eyes, nose, and mouth with unwashed hands.
Cover coughs and sneezes

- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Campus Community Expectations and Other Information

Everyone has a role to play in slowing the spread and protecting themselves, their family, and their community. Coronavirus (Covid-19) is not limited to the NHTI campus and there is the expectation that employees and students practice public health measures while on and off campus. Social Compacts for Students and Employees shall be distributed in the near future.

For additional information on how Coronavirus (Covid-19) is spread, how to protect yourself and other information please click here to access the information on the CDC website.

Failure to adhere to the guidance outlined in this document may result in disciplinary actions through CCSNH workplace policies for employees, or the NHTI Student Code of Conduct for students.

If you should have additional question please contact the NHTI Campus Safety Department at
NHTICampusSafety@ccsnh.edu

All information in this documents was obtained from the CDC website and NH Emergency Order #74.

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