

## **Pandemic Protocols for Students**

*A pandemic is the worldwide spread of a new disease. The College takes the health and safety of its students and the entire college community seriously. In order to keep our community safe, when a pandemic occurs, the College will follow guidance issued by federal, state, and local public health authorities. In addition, the College may implement additional measures as described below.*

Communications During the Pandemic. The College may modify, implement new, or additional policies and procedures that will supersede existing protocols in the interest of health and safety for our community. When this occurs, the college will communicate to the students via emails, text message, phone calls, and social media. Students are expected to comply with new policies and procedures, as issued, during the course of the pandemic. To receive timely information about new policies and procedures relating to the pandemic, students should ensure they have a current phone number and address on file with the college. Students may update this information through SONIS (the College's data information software platform) or by contacting the Registrar's office.

Modification of services and amenities. Students may experience interruptions, alternate deliveries or temporary delays in services as a result of the pandemic. The College will maintain its obligation to satisfactorily educate students in accordance with New York State and regulatory agencies. If/when the College needs to modify educational delivery, the schedule of tuition and fees will apply. The College Catalog describes the refund process and refunds will be issued in accordance with the refund schedule.

Health Insurance. The College recommends that all students have health insurance that provides coverage in the New York City area. Students who live in the residence hall are *required* to have health insurance and must provide a copy of the front and back of the card upon check-in.

Notification of Emergency Medical Services. The College may call EMS (Emergency Medical Services) to protect both individual and community health and safety at its sole discretion. If a student is transported, she/he will bear the financial cost of the services. Students may refuse transport; however, the College reserves the right to restrict a student's presence on campus and participation in college activities until the health needs are addressed to the College's satisfaction.

Disclosure of Information. The College may need to coordinate and communicate with public health authorities or other governmental agencies during the pandemic. This may require disclosure of information that would otherwise be confidential. In such cases, the College will provide appropriate notice of disclosure as required by law.

Compliance with Campus Safety Plan. The health and safety of the college community requires a shared and steadfast commitment to modify the ways in members of the community live, learn, and work on and off campus during a pandemic. The college has implemented significant measures designed to reduce risks to the community, such as providing for social distancing, daily health checks, travel disclosure, and personal protective equipment, as well as reconfiguring spaces and providing medical resources. It expected that students scrupulously adhere to these expectations to avoid posing severe public health effects; and will make it more likely that students will not be able to stay on campus and enjoy in person instruction.

Accommodations; Illness. Students who are ill and require immediate assistance when on campus, should call 9-1-1, then security at 718-505-1024. The security phone line is staffed 24-hours a day when classes are in session. The guard will be able to direct emergency services personnel to your location upon their arrival. Students who would like to request accommodations related to the pandemic, should contact our disabilities officer, Mr. Frank Wang at [frank.wang@vaughn.edu](mailto:frank.wang@vaughn.edu) .