

General School Policies

- In person classes resume on Monday, January 31, 2022.
- Gatherings of Campus visitors will take place in the Rhee Conference Room or Paisley Hall (RIC) and Belk Chapel or C101-102 (CLT).
- Students in RIC or CLT will not be allowed to Zoom into classes as a matter of convenience if classes are not so designed.
- Wearing of masks is required in all on-campus public spaces.
- Classrooms will be filled to no more than 50% capacity.

Health Policies

- All students, faculty, and staff are required to be fully vaccinated to participate in on-campus classes and activities. **This vaccination requirement includes a supplemental booster shot that extends the viability of the initial shot(s). Students, faculty, and staff must receive the booster shot 6 months after their initial vaccination.**

For seminary purposes, the term “fully vaccinated” includes the booster shot.

- Students who live in campus housing on the Richmond campus (Richmond Hall, Moore Hall, Melrose Apartments) are required to be fully vaccinated.
- Faculty and staff will present evidence of booster vaccination to Jamie Cook in the Human Resources Office no later than 6 months following the date of their original round of vaccination.
- Richmond students will present evidence of booster vaccination to Susan Blanchard, Student Services, RIC no later than 6 months following the date of their original round of vaccination.
- Charlotte students will present evidence of booster vaccination to Susan Griner, Student Services, CLT no later than 6 months following the date of their original round of vaccination.
- Visitors participating in on-campus classes, activities, guest housing, or library use are required to be fully vaccinated.
- Request for medical exceptions to vaccination policy may be presented to the Vice President for Finance and Administration (staff and faculty) and to the Dean of Students (students).
- Students enrolled in courses already scheduled as fully remote online classes and individuals participating in online-only continuing education programs will not be required to be fully vaccinated. However, full vaccination is required of all students who come on campus for use of the library or other reasons.
- Physical Plant will publish and maintain cleaning protocols.
- Regular hand washing (for at least 20 seconds) will be encouraged and hand sanitizer will be placed throughout both campuses.
- If a student develops a fever:
 - They must isolate (in their campus room if residential; at home if commuting to either RIC or CLT) for 48 hours until after the fever has ended.

- They must inform the Dean of Students immediately.
- If a staff or faculty member develops a fever:
 - They must isolate at home for 48 hours until after the fever has ended.
 - They must inform the Director of Human Resources immediately.
- Persons who find that they have been exposed to Covid-19 (close contact) will notify Jamie Cook in the office of Human Resources and their immediate supervisor. We will be guided by CDC guidelines for fully vaccinated persons who have had Covid-19 exposure. Per current CDC guidelines, individuals who have received their booster shot do not need to quarantine following an exposure, as long as they do not get symptoms.
- Close contact is, per the CDC, defined as follows: anyone who was within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). Close contact with regard to the Omicron variant has been adjusted, as transmission may possibly occur after brief encounters with an infected person.

Testing Positive or Demonstrating Symptoms

- Persons who exhibit symptoms that may indicate Covid infection will notify Jamie Cook in the Office of Human Resources and their immediate supervisor if faculty or staff. Richmond Students will notify Susan Blanchard; Charlotte students will notify Susan Griner.
- Symptomatic individuals will seek immediate testing for the Covid-19 virus.
- Anyone who tests positive for Covid-19 must isolate for 5 days.
- After isolating for 5 days, a negative test will be required before returning to campus.
- Alternatively, a person may isolate for 10 days following a positive test and return to campus without obtaining an additional negative test if they have been symptom-free for 5 days. (See fever guidelines above in Health Policies section.)
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html#end-isolation>.
- Persons quarantining for this purpose will not be charged vacation or sick time.

Gathering Policies

- The wearing of masks is required in public indoor building spaces on the two campuses until further notice. Because of the heightened transmissibility of the Omicron variant of Covid-19, mask wearing is recommended when in large groups even when outdoors.
- Classrooms will be filled to no more than 50% capacity.
- Unvaccinated students who have received medical exceptions will attend class and meetings virtually until such time as CDC and state guidelines remove gathering restrictions.
- There are no travel restrictions, except as published by the CDC (e.g., international travel to particular locations as well as travel on cruise ships—please see CDC website for further information). Travel restrictions will apply for any international destination if the CDC or State Department recommends avoiding travel to that destination. If a student, member of the staff, or a member of the faculty travels to an international destination that has received a “do not travel” recommendation, upon return the traveler must notify either the Director of Human Resources (faculty, staff) or the appropriate Director of

Student Services in Charlotte or Richmond (students). The traveler will be required to quarantine away from either campus for 5 days and after 5 days in quarantine present a negative COVID test before returning to either campus. If quarantine is required, the employee is expected to take this time as additional vacation time or take the time unpaid leave.

Student Housing Policies

- Students who live in on campus housing on the Richmond campus (Richmond Hall, Moore Hall, Melrose Apartments) are required to be fully vaccinated.
- Residential students in Richmond and Moore Hall will consult with the Director of Student Services to discuss rules for living in community during COVID. Students will:
 - Participate with the Director of Student Services in crafting agreements about how they will protect themselves and each other regarding issues such as kitchen use and guests.
 - Understand that they will be asked to move out of campus housing if they break these agreed upon rules.
- DMin and MAPT students who need to be on the Richmond campus for intensive in-person classes will be accommodated as much as possible in Paisley Hall and Thompson House. All persons staying in Paisley and Thompson must be fully vaccinated.

Chapel Policies

- Chapel Services will abide by 50% building occupancy limits.
- All Chapel Services will be live streamed.

Food Service Policies

- The Richmond Café will be open for Breakfast and Lunch.
- Free Community Lunch will be reinstated on the Richmond Campus with prepackaged meals.
- Charlotte lunch will be provided with prepackaged meals.

Library Policies

Richmond

- Library will be open to all users.
- Full vaccination will be required for all library staff and patrons.
- Virtual “Ask a Librarian” appointment service will be available.
- Touchless pick-up and non-appointment based virtual reference desk services will be suspended but may be offered again in the case of an outbreak/surge.

Charlotte

- The Library will be open to all users.
- Full vaccination will be required for all library staff and patrons.
- Virtual “Ask a Librarian” appointment service will be available.

Leadership Institute Policies

- Event participants will be required to be fully vaccinated.
- Event participants will be required to indicate proof of full vaccination by self-verification on event registration forms.
- Event participants who are not fully vaccinated will be pointed to other events which can accommodate them, some of which may be online.
- Individuals participating in online-only continuing education programs will not be required to be fully vaccinated.

Guest Housing Policies

- Thompson House and Paisley Hall will be available for guests attending Leadership Institute events.
- The Richmond Hall Admissions Suite will be available for prospective student visits.
- Full vaccination will be required for all guests of Thompson House, Paisley Hall, and the Richmond Hall Admissions Suite.

Please read carefully. Particular attention should be paid to requirements for providing proof of vaccination to particular offices in appropriate time frames.

Please also recognize that as circumstances change throughout the Spring, these policies will be updated as appropriate.