

STUDENT CODE OF CONDUCT COVID-19 POLICY

COVID 19 Policy

Lamar State College Port Arthur (LSPCA) is committed to providing a healthy, safe environment that promotes student success and enhances the student experience. It is important that we all adopt shared beliefs and practices that reflect guidelines from public health experts and agencies. If we all work together, we can build and sustain a culture that takes our health, public health and the safety of others seriously.

The *COVID-19 Student Code of Conduct* remains effective as an addendum to LSCPA Student Handbook beginning July 7, 2020 until otherwise noted by the College. LSCPA reserves the right to update and make edits to this document to comply with the guidance from local, state, and national public health agencies as well as government officials. All updates to the document will be clearly noted with the date and posted on the College's website.

Note to Students

The college wants students to understand that faculty and staff will work with students while they recover from an illness that impacts their ability to complete coursework. We encourage you to communicate with faculty and explain your situation. They will work with you. They want you to complete the course(s) you are enrolled as much as you.

Reporting COVID 19 Exposure or Diagnosis

Students that believe they have been exposed to COVID 19 or have been diagnosed with COVID 19 must report their condition on the [COVID 19 Notification Form](#) and deliver it to the Dean of Student Services. The Dean of Student Services will report the student condition to the LSCPA COVID 19 Lead. As required by the State, the LSCPA COVID 19 Lead will report the student's information to the Port Arthur Department of Health.

The student's personal information will only be shared with agencies as required by statute.

Student must complete the [COVID 19 Notification Form](#) to notify Lamar State College Port Arthur.

Notification of Positive COVID-19 Test Results

LSCPA requires all students—whether you live in campus housing, off campus, or are studying remotely—notify the Dean of Student Services immediately if you test positive for COVID-19 by any health care provider in any jurisdiction.

LSCPA will take appropriate next steps to mitigate further spread of the virus. Consistent with federal and state laws governing patient confidentiality, the College will not share any patient's private medical information other than to confirm that they are a residential or commuter student of the College.

Contact Information

Dean of Student Services
Dr. Tessie Bradford
bradfordts@lamarpa.edu
(409) 984-6156
(409) 948-6041 Fax

COVID 19 Lead
Shirley MacNeill, R.N., M.S.N.
macneisb@lamarpa.edu
(409) 984-6365

Notification of Symptoms and Awaiting COVID-19 Test Results

LSCPA requires that all students—whether you live in campus housing, off campus or studying remotely—notify the Dean of Student Services immediately if you become symptomatic and are currently awaiting COVID-19 test results.

Failure to Report

Failure to notify the Dean of Student Services of an exposure or diagnosis of COVID 19 and any subsequent COVID 19 test results will be considered a breach of the *COVID 19 Student Code of Conduct*. The breach of conduct will result in disciplinary action.

Please know that students' health, wellness and safety is the College's top priority. All student conduct procedures will occur following the student's full recovery.

Face Coverings Requirement

Face coverings (cloth face covering, surgical mask, etc.) must be worn by all students on campus in the following areas:

- indoor public areas on campus, except where marked otherwise, even if you are alone (includes all non-private office or residential spaces such as lobbies, restrooms, classrooms, teaching laboratories, common spaces in residence halls, conference rooms, and break rooms); and
- outdoor spaces where 6 feet of physical distancing is difficult to reliably maintain.

Face masks must comply with current CDC guidelines¹.

Exceptions/waivers for both areas and individuals will be evaluated on a case by case basis. Students who are asking for a modification to a policy (including wearing a face covering) due to a disability should work with the Disability Services Office. For areas or occupations where wearing a face covering is not feasible and is not based on a disability, a request for an exception to this policy may be made by sending a written request to the Vice President for Academic Affairs that includes: the request, the reason that face coverings are not feasible, and the additional safety measures taken to further mitigate the risk in the absence of face coverings. In some cases, face shields may be approved for use instead of face coverings.

Please review the complete [Face Covering Requirement Policy](#) on the LSCPA website.

Students are responsible for providing face coverings for personal use.

Any faculty or staff member who sees a student without a face covering has the right to ask the student to put on a face covering. Failure to comply may result in a breach of conduct.

Social Distancing Recommendations

Social distancing is designed to limit the spread of a disease by reducing the opportunities for close contact between people. It is asked that everyone does their best to maintain a safe social distance of 6 feet or more in all settings.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

LSCPA recognizes that maintaining 6 feet of social distancing may not be possible in all situations but expect all students to make every effort to comply.

Common Spaces Requirement

Gathering in common spaces on campus in groups of more than ten (10) people is prohibited.

This includes, but is not limited to, campus housing common areas, lounges, lobbies, corridors, study rooms/spaces, dining tables, tv room, etc. All students who are gathering in the common spaces, must wear a face mask, per the policy.

Any faculty or staff member who sees more than ten (10) students gathering in a common space has the right to go up to the group, while maintaining 6 feet of social distance, and remind the group that only ten (10) students can be in a common space at one time. They can then ask the group to please disperse or have some members leave so that they comply with the policy. Failure to comply will be viewed as a breach of conduct.

Quarantine Requirement

Students exposed to COVID 19 or diagnosed with COVID 19 must follow instructions from their medical provider regarding quarantine. Students shall follow all instructions given by medical personnel, including instructions to quarantine for the days prescribed.

If a student is requesting to quarantine in Seahawk Landing, the student must work with the Seahawk Landing Property Manager to determine the possibility to safely quarantine that student. The Property Manager may be contacted at 409-204-0982 or seahawklanding@itexgrp.com. The student must be approved to safely quarantine in campus housing and must abide by all policies in the Student Code of Conduct, COVID-19 Student Code of Conduct, and all requirements, rules and agreements of Seahawk Landing.

Students must also comply with the following:

- Remain in direct communication with the Dean of Student Services, providing the required notifications as applicable.
- Respond to all phone calls, voicemails, emails, and texts from LSCPA staff members including but not limited to Campus Security, Dean of Student Services, Seahawk Landing Property Manager, within the time specified in that communication.
- Remain in the specified quarantine location for the number of days that the student was instructed by medical professionals, unless directed by a medical professional or approved in advance by the Dean of Student Services.

Failure to follow these policies and rules is a breach of conduct. The student will go through the conduct process and if found responsible, receive disciplinary action. Please know that students' health, wellness and safety is the College's top priority. All Student Conduct procedures will occur following the student's full recovery.

Return to Campus – Post Quarantine Requirement

As addressed in the Notification of Positive COVID-19 Test, Notification of symptomatic and

awaiting COVID-19 Test Results, and Quarantine policies, all students whose medical situations require them to be in alignment with these policies, must be in consistent communication with the Dean of Student Services.

A student exposed or diagnosed with COVID 19 may return to campus after they deliver a [COVID 19 Return to Campus Form](#) from their health care provider that indicates they are no longer contagious and may resume normal activities. The [COVID 19 Return to Campus Form](#) must be delivered to the Dean of Student Services before they return to class.

The student will not be allowed to return to campus in any capacity until the [COVID 19 Return to Campus Form](#) has been sent to and an acknowledgement of receipt by the Dean of Student Services. Failure to follow these policies and rules will result in a breach of conduct. The student will go through the conduct process and if found responsible, receive disciplinary action