Academic Continuity Plan: Students

Academic Continuity

Guidance:

• KGI Academic Continuity plans are based on the latest Guidance for Institutions of Higher Education Requirements and Best Practices and Guidance for COVID-19 Exposure Management in Institutes of Higher Education from the Los Angeles County Department of Public Health

Students:

• Students are expected to attend courses in their given modality
• For in-person courses, students are expected to attend on-site unless they are ill or have tested positive for COVID-19
• If students are ill or have tested positive for COVID-19, they may contact their faculty member in order to ensure that academic continuity is maintained
• A procedure is attached below telling student what steps to take if they are not feeling well or have been exposed to someone with COVID

Faculty:

• Faculty will maintain academic continuity for students in case they are unable to be in-person, due to COVID-19 exposure or illness, which may include lecture recording
• Direct supervisors will identify a substitute instructor if faculty are unable to deliver classes online or in person

Classroom policies:

• All students in the classroom must engage in appropriate behavior to promote the health, safety, and well-being of the community
• Masking is optional
• No food is allowed in the classroom. Students may bring water bottles or drinks in closed containers
• Students should wash their hands frequently throughout the day while on campus and use hand sanitizer periodically
• Cleaning supplies will be available in all classrooms for students to clean their surrounding area upon entry and before exiting the classroom.
I. If a student is not feeling well before class:

1. Stay home
2. Notify faculty, clinical/experiential site (if applicable) and Dean of Students by e-mail that you will not be attending class in-person
3. If you are experiencing symptoms associated with COVID-19 (a complete list of symptoms can be found HERE), follow up with your health care provider or Student Health Services
4. Complete a COVID test if recommended by your health care provider

5. If COVID test is **POSITIVE**:
   a. Notify Dean of Students
   b. Student Health Services contract tracing process will begin
   c. Notify faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity
   d. Isolate for at least 5 days. Monitor symptoms and take precautions for 10 days.
   e. Return to campus when released from isolation

6. If COVID test is **NEGATIVE** or not required by health care provider:
   a. If you received a COVID test by your health care provider, submit proof of negative results HERE
   b. If you received a COVID test by the Student Health Services office, follow their instructions
   c. Return to class when asymptomatic.
   d. Per Student Handbook – provide note from health care provider if missing class for 3 or more days.

If a student has close contact of a confirmed COVID-19 case:

1. Notify Dean of Students

2. **IF YOU HAVE SYMPTOMS**:
   a. Stay home
   b. Notify faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity
   c. Follow up with your health care provider or Student Health Services
   d. Complete a COVID test
   
   e. **IF TEST IS NEGATIVE**:
      i. If you received a COVID test by your health care provider, submit proof of negative results HERE
      ii. If you received a COVID test by the Student Health Services office, follow their instructions
      iii. Return to class when asymptomatic

   f. **IF TEST IS POSITIVE**:
      i. Notify Dean of Students
      ii. Student Health Services contact tracing process will begin
      iii. Notify faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity
      iv. Isolate for 5 days
      v. Complete a COVID test
- If testing is done through your health care provider, submit proof of negative test results [HERE](#).
- If testing is done by the Student Health Services office, follow their instructions.

vi. Return to campus when released from isolation.

3. **IF YOU ARE ASYMPTOMATIC AND FULLY VACCINATED:**
   a. You do not need to quarantine.
   b. You can continue to attend on-campus classes and academic activities masked.
   c. Complete a COVID test at least 5 days after the close contact.
   
   d. **IF TEST IS NEGATIVE:**
      - If testing is done through your health care provider, submit proof of negative test results [HERE](#).
      - If testing is done by the Student Health Services office, follow their instructions.
   
   e. **IF TEST IS POSITIVE:**
      i. Notify Dean of Students.
      ii. Student Health Services contact tracing process will begin.
      iii. Notify class faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity.
      iv. Isolate from other people for a full 5 days.
      v. End isolation after at least 5 full days after your positive test.
      vi. You can end isolation after 5 full days if you are fever-free for 24 hours without the use of fever-reducing medication and your other symptoms have improved.
      vii. Return to campus when released from isolation.

4. **IF YOU ARE ASYMPTOMATIC AND NOT FULLY VACCINATED:**
   a. Quarantine for at least 5 days.
   b. Notify faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity.
   c. Follow up with your health care provider or Student Health Services.
   d. Complete a COVID test if recommended by your health care provider.
   
   e. **IF TEST IS NEGATIVE:**
      - If testing is done through your health care provider, submit proof of negative test results [HERE](#).
      - If testing is done by the Student Health Services office, follow their instructions.
      ii. Return to class after at least 5 days of quarantine and continue to watch for symptoms until 10 days after you last had close contact with someone with COVID-19.
   
   f. **IF TEST IS POSITIVE:**
      iii. Notify Dean of Students.
      iv. Student Health Services contact tracing process will begin.
v. Notify faculty that you will be unable to attend class on site and discuss plans to maintain academic continuity
vi. Isolate for at least 5 days
vii. Return to campus when released from isolation

5. IF YOU WERE EXPOSED TO COVID-19 AND HAD CONFIRMED COVID-19 WITHIN THE LAST 90 DAYS (you tested positive using a viral test)
   a. No quarantine. You do not need to stay home unless you develop symptoms
   b. Watch for symptoms until 10 days after you last had close contact with someone with COVID-19.
   c. If you develop symptoms isolate immediately and get tested. Continue to stay home until you know the results.