



CALVARY CHAPEL BIBLE COLLEGE

— *To Know God and Equip His Servants* —

CALVARY CHAPEL BIBLE COLLEGE COVID-19 PREVENTION PLAN 2020-2021 Academic Year

In the 2020-2021 academic year, Calvary Chapel Bible College is committed to the health and safety of our students, faculty, staff, and campus community. With this conviction as our foundation, CCBC plans to continue on campus student life and modified in-person instruction unless evidence and government directives mandate otherwise. CCBC is implementing increased safety measures in the following areas:

- Handwashing
 - New permanent handwashing station installed in the Cafeteria (handwashing is mandatory before picking up food)
 - Signage with instructions for proper handwashing throughout the campus
- Physical distancing and outdoor classes
 - Large outdoor class areas with space for six feet between chairs
 - Floor markings and barriers for meal pickup and other lines
 - Touchless class sign-ins
 - Contactless homework submissions
- Mandatory face coverings
 - Indoors in shared spaces
 - Outdoors when unable to ensure six feet of distance from others
 - Limited exceptions in accordance with [CDPH Guidance for Masks](#).
- Decreased room density
 - Offering single occupancy housing (primarily in Stone Lodge), capping at quad occupancy in dorms with two bathrooms
- Disabling drinking fountains and other shared use stations
- Closing some amenities such as the game room and limiting use of the weight room to 10% of capacity, with adequate ventilation

- **Grab-and-go meals with outdoor-only seating**
- **Increased, regular cleaning and sanitization with additional staffing**
- **Mandatory, ongoing Covid-19 Prevention training for students, faculty, and staff regarding current public health guidelines, local updates, and practical measures to prevent the spread of illness.**
- **All employees are required to complete a daily health screening questionnaire before reporting to work.**

Campus life during 2020-2021 will be different in many ways. CCBC will act responsibly, endeavoring to maintain the safety of our students, faculty, staff, and campus community in accordance with the guidance provide by the government and public health authorities. The situation surrounding COVID-19 and our nation’s response is evolving, as is our understanding of all aspects of the disease. Therefore, it is possible we will need to adjust our plans as more information becomes available.

This document details the plans, procedures, and policies for returning to campus life and learning. Following these guidelines will be essential to our success in providing a low-risk campus environment. Every member of our campus community will have a central role to play as we work together to protect the health and physical well being of every member of the campus community.

Our guidelines encourage cooperation among members of the CCBC community to act responsibly to assist with the protection of campus. To protect themselves and others, it will be necessary for every member of our community to take responsibility for their actions and adhere to the guidelines of the [California Department for Public Health](#) and the [Centers for Disease Control](#), as well as the site-specific guidelines described in this document.

Definitions

To facilitate clarity and understanding, the following terms in this document will have the meanings set forth as follows:

- “Isolation” refers to the separation of people who have tested positive for SARS-CoV-2 (the virus that causes the COVID-19 illness) from the rest of the campus community.
- “Quarantine” refers to separating or restricting the movement of people, who have not yet tested positive, but have likely been exposed to SARS-CoV-2.

- “Social or physical distancing” refers to the practice of keeping space between yourself and other people outside of your home by a distance of at least six feet, in order to lower the risk of spreading or being exposed to Covid-19.
- “PPE” refers to personal protective equipment including N95 masks, gloves, etc.
- “Campus Community” describes the students, faculty, and staff of Calvary Chapel Bible College who reside on campus or work regularly on site.

Preparation for Student Arrival

In anticipation for the 2020-2021 academic year, CCBC prepared facilities, obtained sanitizing supplies, and provided PPE to employees in order to create an environment that is compliant with the most current guidelines established by public health authorities.

Employees and students, prior to returning to campus housing, classrooms, and workspaces must self-certify that they:

- have not been determined to be actively infected with SARS-CoV-2, the virus that causes COVID-19,
- do not have a fever, cough, or other symptoms of COVID-19 as listed on the [CDC’s website](#),
- have not been in close contact with anyone known or suspected to have tested positive for COVID-19 in the previous 14 days, and
- have not returned from travel or traveled to or through an area with international, state or local travel restrictions that mandate quarantine upon arrival in the previous 14 days. If the employee or student does not meet each of these criteria, that person will be required to:
 - notify the Student Life Department
 - refrain from reporting to workplace, classroom, and/or community facilities, and follow [CDC guidelines for self-quarantine or self-isolation](#).

Employees or students in this case will only be allowed to return to campus if cleared by their healthcare provider and in compliance with current [CDC guidelines](#). This self-certification will include a continuing duty on the part of the employee or student to notify the applicable campus official (supervisor or student life coordinator) if they do not meet each of the self-certifying questions over the course of time.

Faculty and staff who test positive will be required to work remotely or take sick or other appropriate leave. They will place themselves in self-isolation, returning to campus only after cleared to return by their health care provider and consistent with CDC guidance.

Employees or students at higher risk for severe illness from COVID-19 are advised to consider their risk before returning to campus. The decision will solely be that of the individual, though CCBC may advise such people to remain at their permanent residence working or taking courses remotely.

Facilities

In preparing and maintaining campus facilities throughout the year, the following procedures will be in force:

- In 2020-2021 outdoor classes will be prioritized, and indoor classes meetings will be conducted only as allowable by State and County standards.
- each learning space (Sanctuary, classrooms, chapels, community spaces, etc.) will be assessed for maximum seating capacity, and an adjusted maximum capacity will be designated for each space in accordance with the current guidance from public health authorities (indoor spaces, when open, will be limited to 25% of capacity or 100 people, whichever is fewer)
- new, permanent handwashing stations have been installed in the Student Dining Cafeteria and all diners are required to wash their hands before picking up their meals.
- employees and students will be required to maintain safe social distances throughout the campus through the reduction of seating capacities appropriate for each venue,
- entry/exit signage, barriers, shields, and physical guides such as floor arrows designed to minimize contact between employees, students, and guests have been added to any point of contact service area and classrooms where social distancing may be difficult,
- drinking fountains will remain disabled, and only touch-free bottle filling stations will remain operational so that faculty, staff, and students can fill their own water bottles.
- in the event that any member of the campus community tests positive for COVID-19 or comes in contact with someone who is COVID-19 positive, we have set aside separate rooms in the Harmony lodge to be used for isolation and quarantine purposes.

Supplies

CCBC will encourage healthy hygiene by:

- providing soap, hand sanitizer, paper towels, tissues, etc. in restrooms and high traffic
- procuring disinfectant cleaning supplies,
- providing hand sanitizer, wipes, and other cleaning supplies to staff for cleaning of personal work areas.
- Students and employees must follow government guidelines concerning the wearing of masks. Currently in the State of California, masks are required in indoor shared spaces and outside when social distancing is not possible. Individuals who have a medical exception are not required to wear a face covering, and masks should not be worn while swimming. Each member of the campus community must maintain their own supply of clean masks, although CCBC will provide two masks to each student upon arrive and maintain a supply of disposable masks as a second option for students, faculty, and staff. These disposable masks will be available in the front office of the College, the cafeteria, the coffee shop, and in housekeeping.
- CCBC will purchase and distribute PPE inventory to employees and volunteers as needed.
- Permanent hand sanitizer stations will be provided in high traffic areas such as the Bible College Office lobby and in other higher traffic areas in buildings and around the campus.

Arriving on Campus

Staggered arrival/move-in times will be communicated sufficiently in advance. Prior to arriving on campus, students, faculty, and staff will be provided:

- [information about the risks associated with COVID-19](#)
- [information on how to recognize signs and symptoms](#), and
- [instructions on actions to follow should symptoms develop](#).

Upon receipt of this information and instruction, all students and employees will be asked to sign an enrollment agreement acknowledging the risks presented by COVID-19 and agreeing to the personal responsibilities to help maintain a safe environment as they engage in campus community living and learning.

Upon arrival at the front gate, all students and their families will be asked to self-certify that they have not been exposed to COVID-19 and are not ill before being given access to the campus. They will be asked to wash their hands and students will be provided with two masks and color-coded bracelets indicating the time they need to vacate the campus to make room for the next group of students to move in. A staff member or student leader will show students and their family members to their dorm room.

Testing for SARS-CoV-2

Following the most recent CDC recommendations, asymptomatic students, staff, and faculty will not be *required* to complete entry testing at the time of their arrival, unless they fit the following criteria for mandatory testing: (1) they have symptoms of COVID-19 or (2) they have within the past 14 days been in close contact with someone who has tested positive or displayed symptoms of COVID-19. CDC recommendations for testing for colleges and universities: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/ihe-testing.html>

Voluntary testing may be available to those without symptoms, and all members of our campus community are encouraged to get tested if adequate testing is available and recommended by the public health department of Riverside County.

Contact Tracing

CCBC will coordinate contact tracing with [Riverside County Public Health](#) and the [California Department of Public Health](#) as follows:

- contact tracing for those who test positive for SARS-CoV-2 will be led as dictated by local public health officials, and/or the patient's medical provider
- any employee or student who tests positive for COVID-19 will be encouraged to cooperate with authorities for contact tracing. Currently, the CDC is equipping local Health Departments to oversee and conduct all contact tracing. To support the Health Department efforts, CCBC will gather as much data as is reasonable and possible. Data would include:
 - Collecting the affected person's own list of close contacts, using the appropriate Riverside County template

- Seating charts and pictures of larger classrooms will aid tracing once students return to campus and classes resume indoor meetings,
- data gathered from attendance beacons,
- classroom and event schedules, and
- interviews with roommates or other close friends.

Classes

CCBC will offer a mix of outdoor in-person, hybrid, and online classes in fall 2020 through spring 21, while we wait for our County to progress toward the lowering of restrictions on indoor classes. Only lab-type classes will be permitted to meet indoors, in keeping with State guidelines.

- All students have been given the option to take fully online courses while living off campus to avoid the risk of on-campus exposure,
- while we encourage faculty to teach in-person from a safe distance outdoors, all faculty have been given the opportunity to teach their course remotely,
- Stone Lawn and other outdoor learning venues will be used for some in-person courses, while we await permission for classes to meet indoors in larger spaces such as the Sanctuary and Maranatha Hall,
- there will be hybrid courses which require the student to attend in-person (outdoors) only a portion of the time while receiving instruction remotely at other times,
- all classes will be audio or video recorded and reviewable for students who are unable to attend in-person or live streamed lectures,
- group projects will be encouraged to be accomplished through digital meetings,
- faculty will allow assignments to be submitted through the Populi LMS and will avoid assignments requiring use of paper, and
- a protocol of clearly marked entrance and exit doors to manage hallway traffic and social distancing practices in all buildings that are open.

Classroom Ventilation and Cleaning

When indoor classes have resumed at 25% of room capacity, classrooms will be aired and cleaned on a daily basis as follows:

- professionally disinfected in between any classes that meet in the same room during the same day,
- students will be able to self-sanitize their sitting area at the beginning of each class with disinfectant wipes provided by CCBC.

Student Housing

CCBC will determine appropriate safety precautions for the residence halls using public health protocols for the control of infectious disease. Precautions include:

- reducing the density of dorm housing and lowering the number of people using one bathroom, prioritizing single occupancy rooms (Stone Lodge) as an option for all students (for a minimal increase in cost—\$300 per term).
- common spaces in the residence halls (such as restroom facilities, lobbies, shared kitchens, etc.) will be closed and have reduced furnishings to encourage physical distancing and minimize shared surfaces,
- all high-touch surfaces in common spaces will be professionally disinfected daily,
- disinfectant wipes will be available upon request for residents to wipe surfaces as desired, and
- students will be required to wear masks in common areas but on in their own rooms.

Dining Services

Grab-and-go meals and outdoor dining spaces will be provided, with the following parameters:

- handwashing is required immediately upon entering the Cafeteria
- there will be no self-serve food stations and all meals will be pre-plated (or packaged) and served by dining staff using appropriate PPE,
- cleaning protocols will be modified as needed to meet recommendations and/or requirements from CDC and California health officials,
- seating capacity in the dining hall will be restricted to levels deemed appropriate by governing agencies when indoor dining resumes, and outdoor seating will be limited to one seat per table, with six feet between tables.

Chapel

Chapel worship gatherings are being held outdoors on the Stone Lawn, ensuring adequate space is available for students to observe social distancing. If social distancing of six feet is not preserved, masks are required, such as prayer times or other times that may involve closer interactions.

- Chapels will meet up to three times per week for worship, on Wednesdays, Fridays, and Sundays
- Students are advised to bring their own lawn chair or blanket to all sessions.

- Most Chapels will be audio recorded for students who are not able to attend in-person.

The Bookstore

The Springs of Life Bookstore will not be open to begin the spring 2021 semester.

Coffee Shop

The Overflowing Cup coffee shop will not be open to begin the fall 2020 semester.

Library and Learning Resources

The Library will be open for student use at 25% capacity and one student per table for appropriate social distancing, and specific study areas can be reserved through the YouCanBookMe appointment calendar when available. Books must be dropped in the return box and not used by another student in the same day. CCBC has enhanced all students' access to electronic learning resources by subscribing to the Logos Remote Research Library.

The Gym and Pool

The following gym and pool protocols will be in place:

- The gym was not open to begin the fall 2020 semester, and is currently limited to 10% of capacity. Residents may use the outdoor equipment, and sanitizing wipes will be provided for all equipment. Gym use is limited to residents of the same dorm room.
- the natural Hot Springs creek, and Roman Spa usage will be controlled through scheduling,
- pool maintenance will follow California State and Riverside County guidelines for pools,
- wipes and/or other cleaning and sanitization supplies will be provided to use to clean areas of use.

Travel

All travel (employee and student) that is sponsored by CCBC will adhere to the following guidelines:

- College-endorsed travel will be limited to mission critical functions to assure the continued safety of the campus,
- All non-essential travel is strongly discouraged
- any employees or students who travel and suspect they have been exposed to SARS-CoV-2, will be required to report this exposure to the appropriate campus

advisor (student life coordinator) and may be required to place themselves in self-quarantine for a period of time in accordance with current CDC guidance.

Visitors to Campus

The CCBC campus will be closed to all non-essential visitors until further notice. Students and employees may not invite or allow guests onto the campus without special permission from a Student Life Coordinator or the Dean. Students must use the following form to request approval of a visitor:

<https://calvarychapelbiblecollege.com/machform/view.php?id=47646>).

CCCM/MHS approved guests who receive lodging in accordance with public health guidance must be personally approved by the director of the Murrieta Hot Springs conference center, Will Lynn. College staff will be advised of the presence of any special guests, and the guests will be advised of all Covid-19 prevention requirements and will avoid any interaction with College students and staff.

Essential vendors must be pre-approved by a department head, and all visitors and vendors must follow safety requirements and recommendations established by local health authorities and campus policies in effect at the time of the visit as follows:

- all visitors will be advised of the current requirements regarding face coverings
- face-to-face meetings will be held only when virtual meetings are highly inefficient or unpractical,
- no external groups will be permitted to meet on campus
- visitors must be able to declare they have not been determined to be COVID-19 positive, do not have COVID-19 symptoms, and have not been in the presence of anyone they knew to be COVID-19 positive in the last 14 days,
- meetings with essential visitors and vendors will take place outdoors whenever practical,
- Murrieta Tennis Club members are not permitted outside of the tennis area on the eastern edge of the campus
- social distancing must be practiced, and
- all vendors and visitors must wear appropriate PPE including face masks when there is any need for interaction with campus faculty and staff.

Conclusion

All members of the campus community are encouraged to contact the Dean or a Student Life Coordinator with questions and comments whenever needed, to ensure we are doing all we can to meet our commitment to provide the safest campus life for all parties. It is imperative that we work with each other and learn from one another as we strive together to continue the mission of Calvary Chapel Bible College.

Planning and ongoing adjustments for the 2020-2021 academic year will continue to occur with CCBC's steady dedication to the health and physical well-being of our students, faculty, and staff, as we pursue a high level of educational quality in our efforts to equip students. Nevertheless, these policies reflect the current CDC guidelines and best practices. It is our hope that these practices would be relaxed later in the year as the guidelines change. We will update you as new guidelines are made available.

This plan and additional information regarding our College's response to Covid-19 is publicly available on the following web pages:

<https://calvarychapelbiblecollege.com/home/consumer-information/>

Please direct any questions to:

Joel Wingo, Dean and Covid-19 prevention point of contact

joelwingo@calvarychapel.com

(951) 696-5944

For more information, see the following public health resources:

[California's Covid-19 Resource Site](#)

[California Department of Public Health](#)

[Riverside County Public Health](#)

Frequently Asked Questions (FAQs) about Covid-19 Prevention at CCBC:

Updated January 11th, 2021

What am I expected to do to reduce the risk of Covid-19 for myself and others while at CCBC?

- Wear a mask any time you are indoors (including any vehicle or indoor space other than your own dorm room or when you are alone in a private office), and any time you are not able to ensure six feet of space from others who do not live with you.
- Wash your hands frequently and avoid touching your face.
- Keep six feet of space between yourself and anyone you don't live in the same room with. Remember that if you are within six feet of a Covid-19 positive person for a total of 15 minutes, you will have to quarantine for two weeks.
- Avoid mixing with people off-campus at events and gatherings, close interactions with non-students, and off-campus households. It is vital to ensure that we do not risk exposing or being exposed by our surrounding community. During a stay-home order (e.g. the one in place in January 2021), avoid going off campus except for essential needs or exercise).
- Immediately report any illness or exposure related to Covid-19 to a CCBC student life coordinator.
- Entirely avoid being around others if you have any symptoms of illness or if you know you have been exposed to Covid-19.
- Get tested for Covid-19 when necessary due to suspected exposure or infection. Voluntary testing is strongly encouraged, since it is known that Covid-19 can be spread by those who do not have symptoms.
- Do not allow any visitor on the campus of CCBC without CCBC staff approval (use this request form and follow instructions from Staff:
<https://calvarychapelbiblecollege.com/machform/view.php?id=47646>)
- Do not enter other students' dorm rooms, meet with others outdoors whenever possible, and keep indoor spaces well-ventilated.
- Follow all instructions posted on campus, including entry/exit signs.
- Keep your dorm room and belongings clean, disinfect your bathroom and frequently touched items frequently, at least once per day.
- If in doubt regarding any Covid-19 prevention requirements, or to ask about exceptions, you are always welcome to ask a student life coordinator or the dean.

What happens if I find out I was exposed to Covid-19?

- Notify your CCBC student life coordinator immediately and follow their instructions, keeping them informed of your needs.
- Prepare to stay in your room or, if necessary, move to another room to quarantine for 14 days since the date of your last exposure (may be shorter if no symptoms and a negative test on day 10 since exposure)
- Wait to get tested until at least 3-5 days after exposure (since the virus may not have built up to a detectable level)
- Monitor yourself for symptoms, and contact your health provider and follow their instructions if you are sick

What should I do if I am sick?

- Do not go to class, work, Chapel, or any gathering
- Contact your health provider and follow their instructions
- Notify your CCBC student life coordinator immediately and follow their instructions, keeping them informed of your needs.
- If symptoms are consistent with Covid-19, get tested as soon as possible.

What happens if I test positive for Covid-19?

- Do not go to class, work, Chapel, or anywhere else around other people
- Contact your health provider and follow their instructions
- Notify your CCBC student life coordinator immediately and follow their instructions, keeping them informed of your needs.
- Prepare to move to another room to isolate until symptoms go away and until 10 days after the onset of symptoms)
- As soon as possible, complete a list of close contacts (within 6 feet for a total of 15 minutes or more) for contact tracing. A Riverside County template will be provided by and returned to CCBC staff.
- Monitor symptoms, and if your symptoms become severe, contact your health provider and follow their instructions, call 9-1-1, or go to the Emergency Room immediately (severe symptoms include trouble breathing, new confusion, bluish lips or face, or chest pains).