

COVID-19 Physical Distancing Guidelines for Silicon Valley University

IDENTIFIED PANDEMIC

[Coronavirus \(COVID-19\)](#) is a new illness that makes people sick with flu-like symptoms. The illness spreads easily. People can catch coronavirus from others who have the virus. This happens when an infected person sneezes or coughs, sending tiny droplets into the air. These can land in the nose, mouth, or eyes of someone nearby, or they can be inhaled. People also get infected if they touch an infected droplet on a surface and then touch their own nose, mouth, or eyes. Some signs of coronavirus are cough, fever and shortness of breath. Washing hands often with soap and water can help stop viruses like COVID-19 from spreading.

WORK CONTROL MEASURES

[Physical Distancing](#) is maintaining a six-foot distance from others and shall be practiced at all times.

- Access to the workplace will be limited to only those necessary for work.
- All meetings/trainings shall be conducted by phone or other electronic means if possible.
- Provide additional seating to allow employees to take breaks while staying at least six feet apart.
- Enforce contact-free deliveries by establishing a location to receive packages away from high traffic areas.
- Signage will be posted to discourage crowding in shared spaces.
- Limit the capacity of the restroom. Consider using floor markings to ensure physical distancing.
- Space seats/desks at least 6 feet apart in classrooms.

Control Measures and Practices

- Assess the workplace to determine if engineering and/or administrative controls are needed. These may include barriers, floor markings to identify six-foot spacing, and establishing if one-way pedestrian traffic routes, are feasible.
- Staircase will have designated directions going up and down to allow for social distancing.
- Post [signage](#) regarding hand washing, social distancing, cleaning, and disinfecting, throughout the workplace.

INSTRUCTION/LEARNING ENVIRONMENTS

- Consider developing a physical distancing plan for each course, classroom or lecture hall which may include number of students/faculty per session, length of session, nature of activities, process for symptom checks (see below), physical distancing, face coverings, enhanced cleaning, and good hygiene.
- Modify the layout of classrooms to allow for physical distancing.
 - Space seating/desks at least 6 feet apart (when feasible).
 - For large lecture halls, consider taping-off seats or rows to allow for proper physical distancing.
 - Limit the number of in-person attendees; conduct smaller classes in larger classrooms to allow for proper physical distancing/spacing.
 - Consider offering a combination (hybrid) approach of some distance learning and some in-person learning to reduce the number of in-person attendees. Consider creating multiple sections/shifts to reduce the number of in-person attendees.

- Consider outdoor learning, when feasible.
- Consider staggering class schedules to reduce the density of students in high traffic areas.
Consider touchless entry for buildings, classrooms, or lecture halls.