

Arkansas Colleges of Health Education (ACHE)	Facial Covering Policy

### Policy Statement

It is the policy of ACHE to follow safety precautions related to COVID-19, including all recommendations from state and federal health agencies. To that end, ACHE is adopting a temporary policy that mandates the use of facial coverings for all students, faculty, staff and visitors.

### Policy Applications/Purpose

This policy is in effect until further notice from the ACHE President and/or CEO. This policy applies to all employees, vendors, faculty, staff, students, and visitors.

### Definitions

*Facial covering* is defined as one that covers the nose and mouth at all times and is affixed, hands free, to one's face.

*ACHE facilities* are defined as those properties and public places owned by ACHE or venues considered an extension of ACHE property.

*Clean and sanitized* is defined as a washable mask being washed between work or class days. Disposable masks should be worn one day only. *Sanitized* is defined as the mask being completely disinfected by a COVID-19 approved disinfectant.

### Policy

All students, faculty, staff, and visitors to ACHE facilities are required to wear a facial covering. Those who arrive to campus without the required facial covering will be issued one at the screening station(s). Facial coverings should be cleaned and/or sanitized each night before wearing again. Students, faculty, staff, visitors may wear their own facial covering provided it meets minimum safety standards. Safety standards are continually reviewed by the ACHE COVID-19 Task Force and may be updated as local and national authorities provide guidance. Full information regarding Safety Precautions are available on the COVID-19 Dashboard at [www.acheedu.org](http://www.acheedu.org).

**Responsibility:** ACHE administration, student, faculty, staff, vendor, visitor

Facial coverings for those who do not have one will be provided upon arrival to ACHE Screening stations on campus.

**Responsibility:** ACHE screening station employees

### Exceptions

Those whose health or safety is put at risk by wearing a mask or cloth face-covering are not required to do so. If this applies to you, please contact Human Resources or Office of Student Affairs before arriving to campus for appropriate procedure and to receive a written exception to this policy.

Those who work or study on their own in an enclosed space (e.g., their own office or study room)

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are permitted to remove their mask if their door is closed and no one else is present.

Those who wish to eat or drink may remove their mask to do so, provided they are situated at least six feet away from others, perform the necessary hand hygiene and replace the mask when they are finished eating.

Those residing in on-campus housing are not required to wear facial coverings in their own apartments; however, facial coverings must be worn in community areas of Campus Housing.

**Violations:**

In recognizing that the failure to comply with this policy risks endangering the ACHE community, violations of this policy carry the possibility of sanctions to be determined by the appropriate ACHE officials. These sanctions include, but are not limited to:

- Students:
  - First offense: warning and demand mask be put on
  - Second offense: sent home and given unexcused absence for any formal academic activity that is scheduled for that day including graded testing exams of any type.
  - Third offense: referral to Student Conduct Committee
  
- Employees:
  - First Offense: warning and demand mask be put on
  - Subsequent offenses: further disciplinary action including up to 14-day suspension without pay and up to termination.

**Counsel Review:** Approved by the Office of General Counsel.

**Policy Owner:** Office of the President and/or CEO

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