

POLICIES SPECIFIC TO CONVOCATION 2020

August 8, 2020

1. Comprehensive notebook to include:

- **COVID-19 Exposure Control**

- a. August 7 - Commencement and Convocation Practice will be held at 2:00pm in the TBS Gym. This is a mandatory practice for all students – please remember to bring a mask.
- b. August 8 - Pictures in the library will begin at 11:00 a.m. for individual poses or pictures with family. Due to social distancing requirements, we ask all families to remain outside (and masked) until you are asked to come into the Library.
- c. Temperature checks & health screening – Please self-check your own health and the health of your household for temperature and virus symptoms. If you have any COVID symptoms or have been directly exposed to someone who has symptoms, or if you are a high-risk person, we ask that you stay home. A live stream event will be provided for those not able to attend in person.
- d. Guests (limit to 10 total per student to limit numbers in the building to less than 25% of capacity) will be asked to arrive early so that everyone can **ALSO** be temperature and symptom screened prior to entrance to the building.
- e. Families will be seated together with 6 feet social distancing between households. Social distancing must *always* be maintained between households.
- f. Masks ***will be required at all times*** for all attendees as well as graduates.
- g. Restrooms will be limited to 2 people at any one time.

- **Mitigation Plan** – please see our re-opening policies for our exposure plans

- **Recovery Plan** including policies regarding the following control measures:

- PPE utilization (see letter f. under exposure control above)
- on-location physical distancing (see letter e. under exposure control above)
- hygiene (see #8 below)
- sanitation (see #10 below)
- symptom monitoring (See letter c. & d. under exposure control above)
- incident reporting (see pg 5 of re-opening policies)
- location disinfection procedures (see pg 2 of “Answering the Questions”)
- COVID-19 safety training (all faculty & staff will be provided L&I COVID-19 training, see PowerPoint document)
- Exposure response procedures (see pg 5 of re-opening policies)
- post-exposure incident project-wide recovery plan (see pg 5 of re-opening policies)

2. COVID-19 safety information and requirements, such as CDC, DOH, OSHA shall be posted.

3. Access to the event will be through the main gymnasium door only.

4. All employees and visitors in attendance shall wear face coverings before, during, and after the event.
5. No servers will be hired, and no food will be served at the event.
6. No choirs will be performing. One individual will be playing the piano and singing.
7. Restroom access is provided with no more than 2 people at a time. Individuals waiting to use the restroom must maintain at least 6 feet of distance between each person.
8. Soap and running water shall be abundantly provided at locations for frequent handwashing. Alcohol based hand sanitizers with greater than 60% ethanol or 70% isopropanol will also be provided.
9. Cleaning and disinfecting will take place by the hired cleaning company using the appropriate disinfectants.
10. Physical distancing requirements will be met by having family groups separated by 6 feet.

Follows standards set in place by Washington State regarding [Phase 1-3 Religious and Faith-based Organization COVID-19 Requirements](#)