TRAVEL AND QUARANTINE PROTOCOL FOR PRODUCTION AND PERFORMANCE RELATED ACTIVITIES

GENERAL TRAVEL GUIDANCE

1) Although we strongly discourage outside travel, there will be no travel restrictions or quarantining necessary for students traveling to and from the state of North Carolina, except when a student, faculty, or staff member is directly involved in production and performance related activities.

2) Students are not placed in quarantine by the Wellness Center unless they have a known exposure to a confirmed positive case. Students who have symptoms and are waiting on COVID-19 test results are quarantined until their test result returns and is negative.

3) Students are immediately placed in quarantine when they have a known exposure to a confirmed positive case of COVID-19 (in contact less than 6 feet with a positive case for an accumulated 15 minutes or more). The number of days they must remain in quarantine is 14 days from the end of the day of their last contact with the positive case. They should have a test for COVID-19 five to seven days after exposure but still remain in quarantine for the full 14 days regardless if the test is negative. If they test positive and are asymptomatic then they will isolate another 10 days from the date of the test. They do not quarantine for less than 14 days.

4) Symptomatic students with positive test results are isolated for a minimum of 10 days from the day their symptoms began. The individual will be released from isolation if symptoms are improving and no fever without the use of fever reducing medication for 24 hours.
   - A limited number of persons with severe illness may produce replication-competent virus beyond 10 days that may warrant extending duration of isolation and precautions for up to 20 days after symptom onset; consider consultation with infection control experts.
   - For persons who never develop symptoms, isolation and other precautions can be discontinued 10 days after the date of their first positive RT-PCR test for SARS-CoV-2 RNA.

Available data indicate that persons with mild to moderate COVID-19 remain infectious no longer than 10 days after symptom onset. (information comes directly from the CDC website.)

TRAVEL GUIDANCE FOR THOSE IN PRODUCTION

Students, faculty, and staff directly involved in a production/performance are prohibited from traveling while the production/performance is being rehearsed, built, performed and struck. If travel is a necessity during this time (i.e. family emergencies, medical reasons, academic required travel) the individual, upon returning, will need to quarantine for 14 days. This will ensure that the learning outcomes tied to a specific project are fully met and that the production/performance will have a smaller chance of being disrupted due to COVID cases emerging as a result of travel.

ENFORCEMENT OF PROTOCOLS

Student violations of the UNCSA community health guidelines will continue to be dealt with through Student Conduct. To the extent school specific sanctions are warranted (including HSAP and DLA),
schools may take additional action separate from, and in addition to, sanctions levied through Student Conduct. This is especially true for repeat offenses or violations of school specific COVID-19 protocols.

CLASSROOM AND PRODUCTION PROTOCOLS BY SCHOOL

HIGH SCHOOL
The High School Academic Program will discipline students who fail to adhere to COVID protocols. Refusal to follow these guidelines will result in sanctions by the Dean/Associate Dean and/or submission of the online COVID Community Health Standards violation form. As is specified in protocol policy, severity of the violation or multiple instances of a minor infraction could trigger the submission.

Violations to Protocols

Minor Violations
- Violation of mask protocol
- Violation of physical distancing protocol
- Violation of Food protocols
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Major Violations
- Violation-attending classes or rehearsal with symptoms
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Consequences for Violations

First Minor Violation
- A first minor violation will result in a warning and a review of the safety guidelines and their purposes

Other Violation Sanctions
Any sanction beyond a first minor violation will be subject to the those imposed by Student Conduct, up to and including probation and/or dismissal. Unless a student has been officially quarantined by Health Services, faculty are not required to provide an online option for the “self-quarantining” student. If a student incurs an absence due to “self-quarantine” provided we have parental approval and notification to the HS Academic Office, the absence will be “excused” (as opposed to “unexcused”). The parent must notify the HS Academic Office and, if the student is a residential student, the parent must alert Student Affairs. If the student is a commuter, then we just need parent notification in the HS Academic Office. If the student “self-quarantines” because of suspected exposure, then they must also complete the suspected exposure form to initiate the contact tracing protocol.
DIVISION OF LIBERAL ARTS
It is the understanding of the faculty and staff of the Division of Liberal Arts that students will follow ALL COVID precautions and protocols as outlined by the University, including, but not limited to:

- Wearing a mask at all times when on campus.
- Adhering to social distancing requirements.
- Frequently washing hands throughout the day (at least 20 seconds with soap and water) and/or using hand sanitizer.
- Wiping down high-touch surfaces
- Willingly reporting exposure and positive cases to Health Services.

Faculty and Staff are encouraged to report any student who violates these guidelines to the Dean or Assistant Dean of Liberal Arts.

Students who violate these guidelines will be reported via the online Community Health Standards Reporting Form through the Office for Student Conduct.

Students who have not been officially quarantined by Health Services may not report “self-quarantining” as an excuse for absences or missed coursework.

The Dean, Assistant Dean, and Liberal Arts faculty will work with any student who has been quarantined by Health Services to accommodate class absences or missing work. This applies to Face-to-Face as well as Online courses.

DRAMA
The Art school will discipline students who fail to adhere to the production protocols contract they will sign by first day of rehearsal. The distribution and collection of these contracts is coordinated by Stage Management.

Current production contracts contain the following language: “These protocols are an extension of the UNCSA community health guidelines. Violation or non-compliance will lead to disciplinary action by the student’s art advisor in consultation with the Dean’s office. Please be vigilant in this space and in your personal life to ensure the safety of all.

Violations to Protocols

Minor Violations

- Violation of zoning protocol
- Violation of mask protocol
- Violation of physical distancing protocol
- Failure to maintain hand prop protocol
- Violation of food/smoking/vaping protocols
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)
Major Violations
- Violation-attending rehearsal with symptoms
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Consequences for Violations

First Minor Violation
- First minor violation will get a written warning and a review of the safety guidelines and their purposes.

Second Minor Violation
- Second minor violation will merit probation.

Third Minor Violation
- Third minor violation will result in either: loss of role, suspension, loss of opportunity for casting as a principal the following semester or exclusion from the Professional Showcase (for spring semester seniors.)

Major Violation
- Major violation will result in probation and loss of opportunity for casting as a principal the following semester or exclusion from the Professional Showcase (for spring semester seniors)

Any violation following a first major violation will result in the loss of role and suspension. Loss of role will NOT lead to an F in the credited Rehearsal and Performance course, as this would make it impossible for the student to graduate. Students will be graded on work done up to the point of suspension and will not be awarded any grade higher than “C”.

Students who wish to skip an in-person appointment, either class or rehearsal, due to concern for their own health and safety will not be compelled to attend face to face. The School of Drama will provide an alternative method for engagement, enabling the student to participate in the above-mentioned activities through Zoom or similar platform. However, if lack of in-person attendance will directly impact another student or students’ educational opportunities, the supervising faculty member, in conjunction with the Dean, will work with the student to attempt to find a suitable accommodation.

DESIGN AND PRODUCTION
The Art school will discipline students who fail to adhere to the production protocols contract they will sign by first day of rehearsal. The distribution and collection of these contracts is coordinated by Stage Management.

Current production contracts contain the following language: “These protocols are an extension of the UNCSA community health guidelines. Violation or non-compliance will lead to disciplinary action by the student’s art advisor in consultation with the Dean’s office. Each violation will be handled on a case-by-case basis to ensure a fair and honest assessment. Please be vigilant in this space and in your personal life to ensure the safety of all.”
Requirements:
- All students are required to have all external activity forms filled out and signed by all appropriate advisers or faculty members. External activities include:
  - Outside employment
  - Leaving town
  - Projects not sanctioned by your advisors such as:
    - Keys to the Kingdom Productions
    - Student films
    - Or any external projects within the campus
- All students must sign the Production Protocol Contract (PPC)

Violations to Protocols

Minor Violations
- Violation of zoning protocol
- Violation of mask protocol
- Violation of physical distancing protocol
- Failure to maintain hand prop protocol
- Violation of food/smoking/vaping protocols
- Not following the Production Protocol Contract (PPC)
- Not having the external activity form turned in
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Major Violations
- Violation - attending rehearsal with symptoms
- Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Consequences for Violations

First Violation
- First minor violations will be handed by a warning and a discussion with the arts advisor

Second Violation
- Second minor violation will result in a temporary suspension from a show assignment
- A meeting with the dean and arts advisor to discuss the repeat violation
- A written warning will be added to the student’s file

Third Minor Violation or Major Violation
- The student will be put on arts probation
- The student will receive a loss of show assignment or an alteration of current assignment
• The student will receive a reduction to their letter grade in his/her production class or art class
• Possible suspension

Students who wish to skip an in-person appointment, either class or rehearsal, due to concern for their own health and safety will not be compelled to attend face to face. Design & Production will provide an alternative method for engagement, enabling the student to participate in the above-mentioned activities through Zoom or similar platform. However, if lack of in-person attendance will directly impact another student or students’ educational opportunities, the supervising faculty member, in conjunction with the Dean, will work with the student to attempt to find a suitable accommodation.

DANCE
The Art school will discipline students who fail to adhere to the production protocols contract they will sign by first day of rehearsal. The distribution and collection of these contracts is coordinated by Stage Management.

Current production contracts contain the following language: “These protocols are an extension of the UNCSA community health guidelines. Violation or non-compliance will lead to disciplinary action by the student’s art advisor in consultation with the Dean’s office. Please be vigilant in this space and in your personal life to ensure the safety of all.

Violations to Protocols

Minor Violations
• Violation of zoning protocol
• Violation of mask protocol
• Violation of physical distancing protocol
• Failure to maintain hand prop protocol
• Violation of Food/smoking/vaping protocols
• Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Major Violations
• Violation-attending rehearsal with symptoms
• Violation of quarantine agreement (can be a minor or major violation depending on degree of violation)

Consequences for Violations

First Minor Violation
• A first minor violation will result in a written warning and a review of the safety guidelines and their purposes
Second Minor Violation
- A second minor violation will result in probation.

Third Minor Violation
- A third minor violation will result in removal from Spring Dance/spring films. Student will be required to continue participating in their repertoire class as an understudy to satisfy their curricular requirement.

Major Violation
- A major violation will result in probation and loss of performance opportunity the following semester.

Students who wish to skip an in-person appointment, either class or rehearsal, due to concern for their own health and safety will be handled on a case-by-case basis. The faculty and/or Dean will address individual situations/circumstances as they occur.

FILM
The Art school will discipline students who fail to adhere to the School of Filmmaking Covid-19 Protocols. Student Crew Contract which must be signed by each student participating in the production before the start of formal pre-production. The Contract requires student signature agreeing to all Protocols contained in the document. Refusal to sign the contract means the student is not allowed to participate in any aspect of SOF production, and therefore faces failure in their Third- or Fourth-Year practicums. First and Second Year productions are class productions and adhering to class requirements is part of the grade. Refusal to adhere to SOF Protocols will mean a failing grade in those classes.

Violations to Protocols

Minor Violations
- Violation of zoning protocol
- Violation of mask protocol
- Violation of physical distancing protocol
- Failure to carry out required equipment cleaning protocols
- Violation of food/smoking/vaping protocols
- Violation of quarantine agreement (can be a Minor or Major Violation depending on the degree of violation)

Major Violations
- Violation attending filming with symptoms
- Violation of quarantine agreement (can be a Minor or Major Violation depending on the degree of violation)
Consequences for Violations

First Minor Violation
- Written warning and discussion with Mentor or Faculty member

Second Minor Violation
- Either Arts Probation or suspension from next film project

Third Minor Violation or Major Violation
- Arts Probation, reduced grade in Practicum, possible suspension from UNCSA

These protocols are an extension of the UNCSA community health guidelines. Refusal to follow these guidelines will result in said action being reported to the office of student conduct. Please be vigilant in this space and in your personal life to ensure the safety of all.

Students who wish to skip an in-person appointment, either a class or production, due to concern for their own health and safety will not be compelled to attend face to face. The School of Filmmaking will provide an alternative method for engagement, enabling the student to participate in the above-mentioned activities through Zoom or a similar platform. If a student is made to feel unsafe in a class or production, the supervising faculty member will arrange an accommodation for that student. However, if a lack of in-person attendance will directly impact another student’s educational opportunities, the supervising faculty member or mentor, in conjunction with the Dean, will work with the student to attempt to find a suitable accommodation.

MUSIC
All members of the UNCSA School of Music community -- students, faculty and staff who have any on-campus activities -- must follow the UNCSA Together: Community Health Standards. This applies to all activities of an individual, both on- and off-campus.

UNCSA Together: Community Health Standards
(https://www.uncsa.edu/mysa/plan/community-standards.aspx)
- Wear a Mask
- Wait 6 Feet Apart
- Wash Your Hands
- Wipe Down Surfaces
- Wake Up & Screen
- Willingly Report

In addition, members of the School of Music community must also follow the Protocols for Mitigating COVID-19 Risk for Performers, a group of policies and protocols specific to the School of Music and based upon both the UNCSA Together: Community Health Standards and other recommendations from national experts. (https://www.uncsa.edu/mysa/plan/conservatory-academic-information/protocols-music-performers.aspx)
Participation in on-campus School of Music activities constitutes acceptance of the UNCSA Together: Community Health Standards and the School of Music Protocols for Mitigating COVID-19 Risk for Performers.

For students, violations of the UNCSA COVID-19 campus health protocols and/or the Protocols for Mitigating COVID-19 Risk for Performers are ultimately the domain of the campus judicial system.

**Within the School of Music:**

- Isolated low-level infractions are addressed through educational conversation and redirection of behavior. Such conversation is initiated by the faculty or staff member observing the behavior.
- More serious infractions, by virtue of type or frequency, are addressed either through educational conversation with the Dean/Associate Dean and/or through reporting to campus judicial via the UNCSA web-based reporting form. It is possible a student might be temporarily restricted from a School of Music activity as a partial consequence of such an infraction.
- The most serious infractions are reported to campus judicial, once again via the UNCSA reporting form. The reporting is also accompanied by conversation with the Dean/Associate Dean. It is possible a student might be temporarily restricted or permanently removed from a School of Music activity as a partial consequence of such an infraction.

Regardless of precipitating event and potentially separate from the question of violation, the Dean/Associate Dean, in consultation with the UNCSA Risk Management Team, reserve the prerogative to temporarily restrict or permanently remove a student from a School of Music activity if that student’s presence is evaluated to represent a health safety risk to others. Depending upon the situation, it is possible such restriction or removal might result in a grade of incomplete or a withdraw with extenuating circumstance.

Any situations involving a student who wishes to be excused from an in-person activity (e.g., class, rehearsal or performance) due to concern for their own health and safety will be handled on a case-by-case basis. The faculty and/or Dean/Associate Dean will address such individual situations/circumstances as they occur.