



January 7, 2022

TO: ALL STUDENTS FTC/ FTC CE/ DAVE SCHOOL

FROM: OFFICE OF THE PRESIDENT

**RE: COVID-19 - PROTOCOL AND SAFETY MEASUREMENTS**

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In preparation for the new term and due to new developments, trends in the state of Florida with regards COVID-19 protocols we wanted to restate our protocol and safety measures and communicate new changes about quarantine requirements. Since the beginning of the pandemic, our focus has always been the safety of our staff, faculty, and students and in line with the CDC.

As we approach the beginning for the new term and in order to maintain a healthy environment while on Campus we ask that, you abide by the guidelines below.

Effective January 4, 2022, we follow the revised COVID 19 Protocol that includes the following changes. All students, employees, and visitors must:

- Must wear and/or present Identification if asked (example: College ID).
- ALL MUST wear a face covering correctly while on campus for all vaccinated and unvaccinated campus visitors, faculty, staff, and students.
- Campus Common Areas will be limited, we ask that you refrain from visiting other classrooms, departments, unless necessary or by appointment.
- Comply with posted campus guidelines and established hygiene and sanitation requirements.
- Acrylic dividers will remain in place in the offices as well.
- Regular Cleaning and sanitation of the campus will continue by the cleaning company.

**PLEASE NOTE\*\*\*\***If you are age 18 or older **and** have received all recommended vaccine doses, including boosters, and came into close contact with someone with COVID-19, you **DO NOT** need to quarantine immediately.

All others that are not in the group above, before visiting the campus, if you respond "YES" to any of the questions below, please refrain from going to campus or, if you have already traveled to campus, please exit the campus immediately and notify your Supervisor and/or Instructor.

1. Are you still under an isolation or quarantine period for potential COVID-19 contagion?
2. Have you had a fever or felt feverish in the last 72 hours?
3. Are you experiencing any new respiratory symptoms including a runny nose, sore throat, cough, or shortness of breath?
4. Are you experiencing any new muscle aches or chills?
5. Have you experienced any new change in your sense of taste or smell?
6. Have you taken the COVID-19 test in the past 5 days, and have not received the results?
7. Have you been in close contact with a confirmed case of COVID-19 within the past 10 days?

**HELP US STOP THE SPREAD!** As stated by the CDC, vaccination is the leading prevention strategy to protect individuals from COVID-19 disease and end the COVID-19 pandemic. Our institution supports the CDC campaign to stop the spread. For information about vaccination centers please visit <https://floridahealthcovid19.gov/vaccines/vaccine-locator/>.

Remember to abide by the following federal Centers for Disease Control and Prevention (CDC) guidelines to protect your health and those around you, which is also provided by accessing the link below: <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>.

You may contact your Dean of Academic Affairs or Program Director/Coordinator with your questions. Your health and safety are always our priority.