

## EHS Guidance for In-Person Undergraduate Arts Courses

### Remote teaching

It is important that steps are taken to reduce transmission opportunities for COVID-19. Virtual learning options should be utilized to minimize the frequency and duration of in-person contact wherever possible.

### In-person classes

Consider a hybrid model of teaching to include virtual learning and in-person classes to help reduce the number of in-person attendees.

Options for face coverings used for instructors are at <https://ehs.yale.edu/face-covering-instructors>

In-person classes should have a COVID-19 health and safety plan, [Registration for Phase 3 – In-Person Non-Lab Undergraduate Courses](#). Include details on how students will keep six-foot social distancing and promote behaviors and an environment that reduces spread, as follows:

1. Determine and post maximum occupancy for rooms and configure to accommodate appropriate physical distancing. Remove or mark extra chairs and tables. Follow these guidelines to set occupancy limits:
  - Students shall be spaced six feet apart.
  - The occupancy limit is less than or equal to 50% of capacity according to the Registrar's records or, when appropriate, Facilities' analysis that considers similar rooms.
  - If occupancy cannot be readily ascertained, limit to one person per 150 square feet.
2. Create a traffic pattern to promote six-foot social distancing.
  - Wherever possible, create one-way traffic.
  - Design one-way paths for students to walk through the classroom and, if the room has more than one door, designate entry and exit ways.
  - Place appropriate signage at entrances indicating how to proceed.
3. Ensure ventilation is optimized. If there are operable windows, they should be kept open. Contact Yale Facilities for requests regarding available ventilation (<https://facilities.yale.edu/>).
4. Minimize contacts via shared equipment and supplies.
  - Discourage sharing of items that are difficult to clean or disinfect.
  - Eliminate reusable items and replace with single use options if possible
  - Place equipment six feet apart and demarcate (using tape) the equipment to prevent it from being moved.
5. Implement a cleaning procedure (see <https://ehs.yale.edu/sites/default/files/files/public-disinfection.pdf> ). Provide details on how the classroom, shared equipment, and reusable supplies are cleaned before and after class.
  - Ensure adequate cleaning and sanitizing supplies are available prior to each session. (Departments are responsible for sourcing these supplies)
6. Require that students, faculty and staff always wear a face covering.
  - Faculty and instructors must also wear face coverings. A standard 3-ply mask or cloth face covering is usually a good option for teaching. For faculty and instructors who may want to consider alternate face covering options for teaching the course, see <https://ehs.yale.edu/face-covering-instructors> for options.
  - 3-ply disposable masks should be disposed of after one day or whenever soiled, damp, or damaged.
  - Yale-issued cloth face coverings and clear masks can be taken home and laundered. Follow manufacturer's recommendations for laundering clear masks.
  - If face shields are used, they can usually be cleaned and reused for multiple days. For cleaning instruction see <https://ehs.yale.edu/face-covering-instructors>.

- Discard face coverings that become uncleanable or damaged.
7. Perform risk assessment with EHS for performances, activities or projects involving singing, loud speech, or high-exertion exercise. These activities increase the risk of transmission, and additional safeguards may be advisable.
    - Singing, shouting, or playing wind instruments may not be performed in group settings without advance EHS review and approval and may not be possible for your course. Eliminate these activities and any unmasked activities from in-person class meetings.
    - Contact EHS at [ehs@yale.edu](mailto:ehs@yale.edu) to request risk assessments.
  8. Minimize the need for proximity instruction.
    - If six-foot social distancing cannot be maintained, a risk assessment must be conducted by EHS. Contact EHS at [ehs@yale.edu](mailto:ehs@yale.edu) to request risk assessments.
    - See “[Requirements for Physical Distancing and Minimizing Face-to-Face Contact](#)” for more information on how to minimize proximity instruction.
    - Use of face shields may be allowed for short periods of time (<15 minutes) when six-foot social distancing needs to be temporarily violated. Face shields must be worn over face masks during this time period.
  9. Plan for emergencies that may require Faculty or TAs to be near students, thereby violating the six-foot social distance, to assist.
  10. Promote prevention strategies
    - Require students to wash hands frequently with soap and water or use hand sanitizer.
    - Use reminders (posters, verbal warnings, discussions) for keeping six-foot social distance from one another.  
Posters are available to order via YPPS (<https://ypps.yale.edu/returntoyale-signage-download>).