**UW-Parkside Safe Practice Guidelines for Community Based Learning (Faculty and Students)**

Use the following set of questions/statements as a guide when determining whether to participate in an in-person community engagement experience. *The goal is to have all responses be Yes.*

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| **Response** | ***Guideline*** |
| ❒ Yes  ❒ No | The student and faculty member are aware of current public health orders. Students will be given the current set of orders based on the location of the community partner. (See Covid resources below.) |
| ❒ Yes  ❒ No | Students and faculty agree to follow current COVID-19 guidelines and regulations from university, local, state, and federal authorities, with priority given to the community partner location. |
| ❒ Yes  ❒ No | It is impractical for students to engage remotely, meet their learning outcomes, and still meet the needs of the community partner? |
| ❒ Yes  ❒ No | Students have the right to determine whether or not it is safe for them to participate in an in-person community engagement experience, without having to explain why. |
| ❒ Yes  ❒ No | If students are unable to participate in-person, the faculty member has an alternative, but similar assignment, with no penalty |
| ❒ Yes  ❒ No | There is an optional plan if the situation arises that requires a change in public health orders, for example plan for “stay at home” which requires everything to be online. |
| ❒ Yes  ❒ No | The community partner has the capacity to provide a safe working environment for students including PPE (personal protective equipment) while following the COVID-19 guidelines from local, state, and federal authorities. |
| ❒ Yes  ❒ No | Student will monitor and track their level of health and if sick they agree to stay at home and do not participate in the experience. Student will notify the site supervisor and instructor of their condition.  Do we have the capacity and structure of excluding students who are or may be contagious based on advance and day-of engagement screening to limit the risk of COVID-19 exposure to others? |
| ❒ Yes  ❒ No | The partner has a way of excluding students who would be put at high risk per guidance from local, state, and federal authorities by conducting in-person engagement with us. |
| ❒ Yes  ❒ No | The community partners will be able to train students to clearly communicate all COVID-19 safety practices per the most up-to-date guidance from local, state, and federal authorities. |
| ❒ Yes  ❒ No | The community partner has a process in place to monitor daily that the list of safe practices per COVID-19 is followed. If they find weaknesses that they cannot immediately remedy, their protocol will be to communicate with the UWP faculty member or Community Business Engagement office to end, or pause until remedied, the in-person engagement. |
| ❒ Yes  ❒ No | The community partner commits to sending home any staff/students who cannot, or will not, abide by the safety practices or who present obvious signs of illness? |
| ❒ Yes  ❒ No | The student has the right and ultimate decision on whether to continue with a placement if they feel the experience is no longer safe for them. If the partner does not practice recommended safe measures, the student is encouraged to share this information with the faculty member/supervising instructor. |

*Adapted from [Campus Compact for Wisconsin] Guide to Engagement in the time of COVID-19*

**Additional Campus Resources for (Example is for CBL)**

* CBE office| uwp.edu/cbe
* Amy Garrigan, Community Engagement Specialist, [garrigan@uwp.edu](mailto:garrigan@uwp.edu)
* Penny Lyter, Faculty Director of CBLR, [lyter@uwp.edu](mailto:lyter@uwp.edu)
* Debra Karp, Community and Business Engagement Director, [karp@uwp.edu](mailto:karp@uwp.edu)

**General COVID Resources:**

* **World Health Organization**

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

* **U.S. Centers for Disease Control and Prevention**

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

* **Wisconsin Department of Health Services**

<https://www.dhs.wisconsin.gov/covid-19/index.htm>

* **COVID-19: Badger Bounce Back Plan**

<https://www.dhs.wisconsin.gov/covid-19/prepare.htm>

* **Occupational Safety and Health Administration (OSHA)**

<https://www.osha.gov/SLTC/covid-19/>

[*Guidance on Preparing Workplaces for Covid-19 OSHA 3990-03 2020*](https://www.osha.gov/Publications/OSHA3990.pdf).

* **COVID-19 Response Hub Kenosha County**

<https://kenosha-county-covid-19-response-kenoshacounty.hub.arcgis.com/>

* **COVID-19 Response Hub Racine County**

<https://coronavirus-response-racinecounty.hub.arcgis.com/>