

Protocols for faculty to address ineligible students attending an in-person class:

Testing is a key part of the University of Idaho's COVID-19 plan to ensure every Moscow-based University of Idaho student is tested before participating in learning environments with in-person components. Each morning, you will receive a list from the Registrar's Office of registered students in your classes that are **ineligible** to attend classes in person. It is important to understand that a name appearing on this list should not be interpreted to mean they have tested positive for COVID-19, as the list will include names that are ineligible to attend in person for a variety of reasons. Possible reasons for ineligibility include:

- Student has not yet taken a COVID-19 test
- Student has taken the test and is awaiting results
- Student has received a positive test result and has to observe isolation requirements

In order to ensure the safest environment possible, only **registered** students who are deemed eligible may attend in person Moscow classes. (This is also in accordance with Catalog regulation B-2). Instructors should plan to take roll for classes with in-person components this semester. If you determine a student on the ineligible list is in attendance you should politely take the following actions:

Step 1_– Discretely explain that the student is not yet eligible to attend classes in-person and ask them to leave the class. If you are concurrently using remote meeting technology, you can inform the student that they can attend virtually if they are registered in the class. You should not do anything that could prompt other students to surmise why the person is not allowed to attend classes in person.

Step 2_– If an ineligible student refuses to leave the classroom, you should deal with them as you would any disruptive student. Inform them that Campus Security will be called to remove them if they do not comply with your instructions. Contact Campus Security (885-SAFE) to request removal of the student.

Step 3_– File a VandalCARE report (www.uidaho.edu/vandalcare) to ensure the Dean of Students Office is notified of the situation.

Protocols for dealing with students who do not adhere to face covering policy:

All UI students must wear face coverings while inside of UI buildings, including in classrooms. See the full policy in [FSH 6995 Face Covering Requirement During Response to COVID-19 Pandemic](#). Students are not permitted to remove face coverings during classes even if they are able to maintain a six-foot distance from other students.

Step 1_– In the event a student refuses to wear a face covering while in class, the faculty member should address the behavior and request that the student put on a face covering. For example:

“There is a requirement that all community members wear a face covering while in classrooms to keep us all safe and healthy. Please wear a face covering to continue to be in this space.”

Step 2_– If a student still refuses to wear a face covering, the faculty member should ask them to leave the classroom.

Step 3_– If the student refuses to leave the class you should contact Campus Security (885-SAFE) to have the student removed from the classroom.

VandalCARE Reporting

It is important to remember that the health of our community also includes healthy confrontation. Issues of noncompliance do not always have to be reported. Accountability and corrective action are everyone’s responsibility and most of the situations will be resolved amicably; however, sometimes we reach a point when reporting the behavior is the best action. Submit reports to the VandalCARE website (www.uidaho.edu/vandalcare).

Here are some situations where reporting is appropriate:

- A person has been reminded several times either within a class period or over multiple days.
- A person has refuses to comply with the request and responds disrespectfully.
- A person has caused disruption in the educational environment or workspace.