Guidelines for COVID-19 Pledge Violations

During spring 2021, all Menlo College students are expected to follow the established health and safety guidelines as determined by San Mateo County Health and the COVID-19 Pandemic Planning Team. Those shared principles and actions will allow us to create a healthy, safe environment wherever we are living, learning, and working.

Below is a description of three different types of COVID-19 violations, i.e., low-level, mid-level and high-level. In the event that students do not follow those guidelines and commit one (or more) of these violations, the Office of Student Affairs in collaboration with campus partners has established this list of possible sanctions and consequences.

These apply to all students--residential and non-residential--who have official business on campus during spring 2021.

Note: these policies are subject to change in response to evolving COVID-19 safety and health policies as determined by San Mateo County.

Low-Level Violations create a relatively lower risk of community transmission. They may include:
- Failing to complete daily health check (student athletes only)
- Missing a scheduled COVID-19 test and being out of compliance with the screening and testing program
- Failing to wear an appropriate face covering when required
- Failing to follow physical distancing requirements
- Participating in small outdoor gatherings where attendees are not following public health measures (e.g., physically distant, wearing face coverings, not sharing communal food or beverage)

A range of administrative actions may be taken, such as:
- Educational conversations with a Menlo College public health ambassador or other College official
- Verbal warning
- Written warning
- Restorative action/educational sanction
- Requirement to participate in additional training or education regarding COVID-19 risk and our collective responsibility
- Restrictions from co-curricular engagement such as participation in College-sponsored activities, athletic training, etc.
- Temporary suspension from on-campus employment

**Mid-Level Violations** create a comparatively increased risk of community transmission. Examples of Mid-Level violations may include:

- Missing two or more COVID-19 tests and being out of compliance with the screening and testing program
- Failing to follow county COVID-19 recommendations, comply with San Mateo County public health quarantine and isolation requirements, and travel quarantine (e.g., failing to schedule testing appointments).
- Having more guests in the room than allowed under room-type occupancy limits (more than 4 people total in a triple, 3 people total in a double, or 2 people total in a single)
- Inviting or hosting any guest that does not live in your assigned residence hall
- Allowing another person to use your Menlo ID to swipe into the residence hall
- Attending any non-Menlo College sponsored event, party, or gathering

For such violations, the COVID-19 review panel may issue:

- Written warning
- Probation
- Educational conversations with a Menlo College public health ambassador or other university official
- Restorative action/educational sanction
- Requirement to participate in additional training or education regarding COVID-19 risk and our collective responsibility
- Restrictions from co-curricular engagement such as participation in Menlo College-sponsored activities, athletic training, etc.
- In the case of egregious violations, a restriction of access to Menlo facilities (this does not include removal from a student’s housing assignment)
- A second or third Low-Level violation may result in a Mid-Level or High-Level sanction, depending on the community impact of the violation

**High-Level Violations** create a comparatively high risk of community transmission and will be referred to the COVID-19 review panel. Examples of High-Level violations include:
- Consistently violating the COVID-19 Pledge in a manner that puts community members at risk and where prior educational interventions have not had an impact on changing the student’s behavior
- Deliberately violating the COVID-19 Pledge in a manner that significantly puts community members at risk, including campus residents, on-campus employment or teammates (if applicable)
- Hosting or organizing any indoor event, party, or gathering of more than two unpermitted guests
- Participating in any large outdoor gatherings where attendees are not following public health measures (e.g., not physically distant, not wearing face coverings, sharing communal food or beverage), as per current San Mateo County public health guidelines
- Deliberately/recklessly interacting with others after testing positive for COVID-19 and/or confirmed high risk exposure to COVID-19 due to contract tracing

For such violations, the panel may issue:
- Written warning
- Probation
- Educational conversations with a Menlo College public health ambassador or other College official
- Restorative action/educational sanction
- Requirement to participate in additional training or education regarding COVID-19 risk and our collective responsibility
- Restrictions from co-curricular engagement such as participation in College-sponsored activities, athletic training, etc.
- In the case of egregious violations, a restriction of access to Menlo facilities or removal from campus, including housing.

NOTE: A second or third “low-level” violation could result in a sanction at the level of a “mid-level” or “high-level” violation, depending on the community impact of the violation.

IMPORTANT: If a student misses a week’s worth of testing (i.e., two times in the same week) or misses seven tests total throughout the semester without giving advance notice (i.e., 24 hours or more) to the COVID-19 testing testing team, the student may have their housing cancelled or may be removed from the campus.