

**From:** Christina Fleeger <tina.fleeger@bc3.edu>  
**Sent:** Friday, August 28, 2020 4:00 PM  
**To:** All College Staff <CollegeStaff@bc3.edu>  
**Subject:** A reminder from the BC3 Health and Safety Plan for Fall 2020

Good Afternoon:

A reminder from the BC3 Health and Safety Plan for Fall 2020:

Face coverings must be worn by all students, faculty, staff and visitors in shared spaces inside College facilities, including classrooms and communal spaces, and outdoors in areas where social distancing cannot be observed. Face masks are preferred, but face shields are acceptable.

On July 1, 2020, Gov. Tom Wolf's office announced an order by the secretary of the Pennsylvania Department of Health (DOH) that requires the universal wearing of face coverings.

Face coverings must be worn whenever an individual leaves home in Pennsylvania, according to the DOH. Face coverings are mandatory in all public spaces. Remember this: "My mask protects you. Your mask protects me."

The Butler County Community College Board of Trustees also supports the BC3 Health and Safety Plan for Fall 2020.

Individuals who refuse to wear a face covering will be asked to leave College property unless the individual has a medical exemption that states he or she is unable to use a face covering.

College employees who do not wear a face covering will be asked to do so. Employees who refuse to do so will be asked by their supervisor to leave College property on each occasion this happens. A second refusal will also result in the employee's supervisor documenting the instance with the College's Human Resources. The College's Human Resources will also suspend the employee without pay for three days in the third instance, and will terminate the employee's employment in the fourth instance.

If you have any questions or concerns, please contact me directly.

Thanks, Tina

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