Oak Ridge Electrical Joint Apprenticeship and Training





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New Covid/Zoom Guidelines

As of August 8th, 2022

The office has put ZOOM back into place for medical purposes only.

The following outlines, as best as possible, the rules for ZOOM due to Covid.

1. The Rule of absences will stand per our Policy Statement.
2. If you are quarantined from work, you must notify the office and your instructor immediately.
3. If you are quarantined due to a positive test or exposure, you may ZOOM into the class **IF** you have made these arrangements with your Instructor and the office before class begins. Contact to the office and instructor needs to be made before 12pm on day of class.
4. If you test positive for Covid, you may return to class when you are allowed to return to work.
5. If you are quarantined for an exposure, and have not tested, you should return to class when you are allowed to return to work.
6. When on ZOOM, you must be in a location that is **conducive to learning**. Your camera must be on and your microphone needs to be muted unless you are asking a question.

*It is your responsibility to contact the office* ***and*** *your instructor immediately should any of the above issues arise.*

*All efforts to reach the office by 12pm day of class must be made.*

*All other absences will follow the Policy Statement as usual.*