

## STEM ACADEMY Infection Risk Mitigation Plan

In response to the COVID-19 pandemic and guidance from the Centers for Disease Control and Prevention (CDC), Virginia Department of Health (VDH), and the Virginia Department of Education (VDOE), and Central Virginia Community College (CVCC), the Lynchburg Regional Governor's STEM Academy (STEM ACADEMY) is putting in place an Infection Risk Mitigation Plan for the fall of 2020. The STEM ACADEMY plan includes the components listed below. Please note that we will all be adjusting to these new strategies and protocols, so we will actively remind and encourage each other; a collaborative and supportive environment is a hallmark of the STEM ACADEMY Community of Learners.

1. **At-Home Health Screening:** students and staff will complete an at-home health screening using a Google Form daily. Individuals will NOT report to the STEM ACADEMY site unless they answer "no" to all screening questions and record a body temperature less than that defined as a fever (38.0°C or 100.4° F). When someone has symptoms that might indicate COVID-19, they should follow the [CDC Guidance "What to Do If You are Sick."](#) Students should notify the STEM ACADEMY Director and their base school administrators; the response to a COVID-19 positive test is addressed later in this document.
2. **Designated Entrance and Exit:** Students being dropped off, whether by bus or private vehicle, will enter and exit through the designated entrance for their in-person class in the Framatome building or the Amherst building. The buildings will always be locked (per CVCC policy) and a staff member will be opening doors for students at designated times (see Canvas for course details). If you arrive after the designated times, you will need to call 832-7651 or 832-7731 to be let inside the building.
3. **Hand Sanitizing:** hand sanitizing stations will be provided throughout the building at kiosks, at the water fountain, and in each classroom. Students and staff will sanitize their hands upon arrival and as needed throughout the day.
4. **Face Coverings On-Site:** students and staff will wear fabric face masks on-site. When seated with six or more feet between them and anyone else, students may momentarily remove their face coverings to drink or take a short mask break. However, students will be encouraged to wear their face masks as a default behavior, especially during the first nine weeks of reopening. Faculty members who are at least seven feet from the closest students may remove their face masks while teaching.
5. **Providing Face Masks:** Students and staff should bring a mask each day. In addition, disposable face masks will be available if needed.
6. **Physical Distancing On-Site:** students and staff will maintain a physical distance of six feet from other individuals as often as is reasonable. When doing so is not possible, a minimum distance of three feet will be maintained.

7. **Movement On-Site:** staff and students will stay to the right when walking in the hallways outside of the classrooms.
8. **Modified Schedules:** students and staff will follow their schedules provided by CVCC. Schedules are available in MyCVCC. All student schedules are hybrid and include classes which are in person, online and Live Online (via Zoom)
9. **Modified Seating Plans:** classroom furniture will be arranged to ensure that student spaces in any given period will be at least six feet apart.
10. **Minimizing Shared Equipment/Supplies:** instructors will redesign activities or purchase additional equipment/supplies in order to minimize the shared use of equipment by different students on any given day. Equipment/supplies that must be shared will be wiped down by the student or a faculty member prior to use by other students.
11. **Minimize Passing Paper:** in all reasonable cases, students will submit assignments electronically, and they will find their grades in Canvas, our Student Information Management software. All notes for absences, tardies, or early dismissals will be submitted to Mrs. Cox electronically; no physical notes will be accepted. If a student has a physical note, he or she can simply take a photo of that note and email the photo to Mrs. Cox. Also, staff will transition as much administrative paperwork as possible to an electronic format.
12. **Disinfecting of High Touch Surfaces in Classrooms:** faculty members will have disinfecting wipes and will wipe down high touch surfaces in the classroom between classes. In addition, the faculty will wipe down desks/tables between classes for any student surfaces which will be used by more than one student in each day.
13. **Disinfecting of High Touch Surfaces in Common Areas:** the facilities staff will disinfect high touch surfaces in common areas throughout the day with additional cleaning nightly by the contract janitorial services.
14. **Disinfection of Restrooms:** the student restrooms will be cleaned throughout the day by on site facilities staff with an additional cleaning nightly by the contract janitorial services.
15. **Hygiene Signage Posted:** signs designed by the CDC will be posted. These signs will remind those coming on-site of the infection risk mitigation strategies, including staying home when sick, wearing face coverings, frequent and thorough hand washing, physical distancing, covering your cough, using hand sanitizer, and so on.
16. **Minimizing Visitors On-Site:** staff will minimize visitors to the STEM ACADEMY site and will ensure that all visits are approved by the Director. All visitors will be required to sign the CVCC COVID-19 Campus Access form.
17. **Minimize Staff In-Person Interactions:** STEM ACADEMY team members will be strongly encouraged to communicate by email, phone, or video conference (Zoom or other) even while on-site. In-person interactions will be minimized and will be conducted in observance with the STEM ACADEMY physical distancing and face covering practices whenever possible.

18. **Disinfecting Common Staff Equipment/Supplies:** staff will wipe down common equipment/supplies such as the copier, refrigerator, coffee pot, and so on immediately after use.
19. **Planning for COVID-19 Positive Cases:** when a COVID-19 positive case is identified, several things will happen:
- a. Individuals with a positive COVID-19 test should remain at home in accordance with the [CDC guidelines “Isolate If You Are Sick.”](#)
  - b. Individuals with a positive COVID-19 test will need to contact the STEM Academy Director.
  - c. Upon notification, STEM ACADEMY will notify Dr. Muriel Mickles, Vice President of Academic and Student Affairs and will institute appropriate cleaning protocols and isolation of affected areas as prescribed by the CDC guidelines.
  - d. In accordance with state and local laws and regulations and working with [local health officials](#), the STEM ACADEMY Director will notify staff and families while maintaining confidentiality in alignment with the [Americans with Disabilities Act](#).
  - e. The local health department will conduct contact tracing. Those who are determined by the local health department to have had “close contact” with an individual who has tested COVID-19 positive within the last 14 days will follow the guidance on the [VDH website “What to Do If You Were Potentially Exposed to Coronavirus.”](#) This guidance includes obtaining a COVID-19 test and self-quarantining and monitoring symptoms for 14 days after the last exposure. The VDH provides a symptom checker, specific guidance on testing, the locations of testing sites, and other important information on the [VDH Coronavirus Disease 2019 page](#).
20. **Communication with Division Advocates:** The Director will maintain communication with the Division Advocates to monitor developments related to exposures, cases, and changes to plans and protocols.
21. **Training on Infection Risk Mitigation Plan:** students and staff will receive specific initial and follow-up training on this *STEM ACADEMY Infection Risk Mitigation Plan (Fall 2020)* as well as the *Fall Reopening Plan for CVCC*. All staff members will be required to sign a *Faculty and Staff Health and Safety Agreement*, and all students will be required to sign the *Student Health Safety Agreement*.