

Massanutten Military Academy COVID-19 Mitigation Plan

Introduction

MMA's mitigation strategy includes limiting exposure to cadets from the community once they arrive on-campus. MMA's campus and buildings will be thoroughly disinfected before cadets return to campus and will maintain increased cleaning and sanitation after cadets return. Cadets will be required to reside on campus and will not be permitted to leave without a period of quarantine upon return. Cadets who would typically board for five days will not leave campus on weekends unless and until MMA moves beyond Phase III. Cadets who would typically attend as day students will not be on campus, and will utilize remote learning unless and until MMA moves beyond Phase III.

In addition to planning for on-campus learning, MMA will offer to cadets the option of 100% virtual (at-home) learning for the 2020-2021 school year. Further, there will be no academic penalty for cadets who leave campus for reasons related to COVID-19. Any time off campus related to COVID-19 will be treated as medical leave and cadets will have the ability to continue learning virtually.

Cadets who enroll on campus will be in quarantine for the first two weeks on campus and may not leave their room other than to use the restroom and shower. During this time, cadets will have virtual orientations to educate on COVID-19 mitigation and expectations as a cadet. Classes will begin during this time online utilizing the CANVAS platform. Meals will be prepared by the mess hall and delivered individually to the cadets.

Cadets who enroll on campus will not have town pass (leave campus to go into the Woodstock Community) and will not be granted weekend leave during the 1st semester on campus. Cadets that leave campus for any reason will return to quarantine for two weeks upon their return. Cadets will remain on campus from August 8-November 20.

From November 20-November 29, MMA cadets will be on Thanksgiving Furlough.

November 30-December 18 all MMA cadets will participate in virtual classes from home through the Canvas platform.

December 19, 2020-January 3, 2021 cadets will have Winter Furlough.

Cadets will return to campus on January 3, 2021 and will remain in quarantine in barracks until January 17th, 2021.

I. Planning to reopen

- a. MMA has developed a COVID-19 Team that is monitoring all guidance and directives from the CDC as well as state and local officials. If any changes occur in the guidance or directives, we will be updating our plan accordingly.

b. MMA is also consulting the local health department and the local hospital in developing this COVID-19 Mitigation Health Plan.

c. Plans for absenteeism/monitoring

1. Cadets

i. When cadets arrive back on campus, before they may be admitted onto campus for boarding, they will undergo a health screening based on criteria issued by the CDC, including:

- Fever in excess of 100.4 degrees Fahrenheit;
- Severe symptoms, including:
 - a. Shortness of breath/difficulty breathing;
 - b. Fever or chills
 - c. Fatigue
 - d. Muscle or body aches
 - e. Severe headache;
 - f. Recent loss of taste or smell;
 - g. Sore throat;
 - h. Congestion or runny nose;
 - i. Nausea, vomiting or diarrhea
- Cadets will also be asked whether, in the past 14 days, they have tested positive for COVID-19 or been exposed to someone who has tested positive for COVID-19.

ii. Any cadet with a temperature over 100.4, exhibiting severe symptoms, or responding affirmatively that they have tested positive for COVID-19 or been exposed to someone who has tested positive for COVID-19 will not be permitted onto MMA's campus for boarding until they have a negative COVID-19 polymerase chain reaction (PCR) test or two week have passed since displaying symptoms.

iii. After the initial screening, Cadets will undergo temperature checks by the nurse each morning and answer health screening questions. A log of temperatures and any issues will be recorded daily by the nurse and kept confidentially

iv. After the initial screening, if a Cadet exhibits a fever in excess of 100.4 or answers to screening questions indicate they may be experiencing symptoms of COVID-19, the following steps will be taken:

- The local health department and hospital will be contacted immediately
- Parents will be contacted immediately by the nurse or TAC officer
- Cadet will be isolated immediately in Lantz Hall away from other individuals on campus and will participate in remote learning through Canvas

- Cadets will be monitored hourly and temperature will be checked twice per day.
 - If symptoms escalate, cadet will be taken to Winchester Medical Center for treatment.
- v. If, during the course of the school year, a Cadet tests positive for COVID-19 pursuant to a PCR test, they will not be permitted back onto MMA's campus until they can produce a negative test result for COVID-19. Testing may be done through Valley Health.
- vi. For international cadets, MMA will follow CDC guidelines for international travel.

2. Faculty/Staff

- i. Before coming on campus or on duty (for those employees who reside on campus) each day, employees will have to report to the infirmary every morning. Every member of the faculty/staff will undergo temperature checks and answer health screening questions through the nurse. A log of temperatures and any issues will be recorded daily and kept confidentially
- ii. If a member of the faculty/staff exhibits a fever in excess of 100.4 or answers to screening questions indicate they may be experiencing symptoms of COVID-19, the following steps will be taken:
- If an employee exhibits symptoms, they will be sent home pending test results and/or recovery from symptoms.
 - Employees who are exposed to an individual with a confirmed case of COVID-19 will have to self-isolate for two weeks or until a negative test result is submitted to the nurse.
 - Employees who test positive will be allotted leave until they have a negative test result. Employees will be required to test every two weeks until the test is negative
 - Employees who are eligible (based on job duties) may work from home during the time they are not allowed on campus due to COVID-19.
 - The Nurse or Head of School will check in on employees who must leave campus and self-isolate due to COVID-19 concerns and develop an employee to return.

d. Communications Strategy

1. Orientation and training for faculty/staff specific to new COVID-19 mitigation strategies

- i. All faculty and staff will be trained on how to maintain a disinfected space, personal hygiene, social distancing and respiratory etiquette.
 - ii. Faculty and staff will receive training using CDC guidelines from school nurse Danijela Vasic and physician Brian Altman. A certificate will be provided upon completion of training.
2. Orientation and training for cadets specific to new COVID-19 mitigation strategies
 - i. All MMA cadets will be trained on how to maintain a disinfected space, personal hygiene, social distancing and respiratory etiquette.
 - ii. Cadets will receive training using CDC guidelines from school nurse Danijela Vasic and physician Brian Altman. A certificate will be provide upon completion of training
3. Plans for communication with staff, parents, and students of new policies:
 - i. The Head of School will send out emails to parents and staff regarding policies regarding COVID-19.
 - ii. Commandant Staff will communicate policies to cadets regarding COVID-19
 - iii. Signage placed around campus with information about policy regarding COVID-19 (social distancing, wearing a mask, washing hands, etc.)
4. Plans for how to communicate an outbreak of positive cases at MMA:
 - i. If any individual who has been on campus is confirmed to have COVID-19, the health department and Shenandoah Memorial Hospital will be contacted;
 - ii. COVID-19 Campus Team will be in contact with local officials to track virus in the area;
 - iii. The Head of School will communicate by email with parents, faculty and staff if a case of COVID-19 occurs on campus.
- e. Participate in Communication Response Efforts
 1. Nurse Danijela Vasic and on-staff physician Brian Altman are in contact with the local health department and hospital regarding COVID-19 to help develop MMA's policies;
 2. Head of School Kim Elshafie and Commandant Lester Layman are in contact with local officials and following local news updates to track status of COVID-19 within the local community
- f. Prepare MMA's Student Health Services
 1. All health services staff members will receive medical grade face shield, gowns, gloves, and masks. Face shields will be sanitized between uses.

2. Maintenance of typical (non-COVID-19) health services
 - i. School nurse dispenses medications in accordance with physician's directives, maintains over-the-counter medications for minor illnesses and manages urinalysis for cadets.
3. Mental health services
 - i. Counselor available to meet with cadets and employees for minor mental health issues or are struggling based on COVID-19 restrictions
 - ii. All cadets assigned to a mentor to meet with them weekly
4. Student Health Services and Administrative/Staff considerations
 - i. Infirmary with waiting room and bed rest area are located on campus
 - ii. Male and female quarantine areas located on campus separate from occupied dorms
 - iii. Signage will be added throughout campus regarding COVID-19. These signs will reflect guidelines such as maintaining social distancing, using hand sanitizer, getting temperature checked when arriving on campus, wearing masks and/or other appropriate PPE, reporting symptoms and self-isolating if an individual is experiencing symptoms.
 - iv. All employees and cadets will be issued a cloth facemask and hand sanitizer.

II. Promoting Behaviors that Reduce the Spread of COVID-19

- a. Education/training plan for staff, students, and families:
 1. As explained above, MMA will conduct training for cadets and faculty staff on disinfecting, maintaining personal hygiene, respiratory etiquette, and social distancing. This training will be held by school nurse Danijela Vasic and physician Brian Altman.
 - i. If anyone feels they are being treated unfairly due to COVID-19, they should report it to the Commandant or Counselor immediately
- b. Hand hygiene:
 1. Every cadet and faculty/staff member will be provided a bottle of hand sanitizer and refills, as needed.
 2. Hand sanitizer dispensers are located inside of every classroom and at every building entrance
 3. Restrooms contain sinks, soap, sanitizer and paper towels for individuals to properly wash hands and disinfect.
- c. Use of cloth facemasks:

1. All faculty/staff and cadets will be issued 2 cloth face masks.
 2. If a cadet, faculty or staff member does not have a mask they will receive one from the nurse.
 3. As part of COVID-19 safety training for cadets and faculty/staff, individuals will be shown how to wear facemask properly and when and where it is appropriate to wear a facemask.
 4. Masks will be required indoors for everyone as well as outside if an individual is within 6 feet of others
 - i. Any individuals refusing to wear a mask will be removed from campus, unless a reasonable accommodation is needed and available
- d. Staying home when sick
1. In addition to daily screening procedures listed above, faculty/staff will be directed to report any illness to the nurse and Head of School, who may issue directives about remaining at home
 2. In addition to daily screening procedures listed above, cadets who are exhibiting illness, but who have not tested positive for COVID-19 will be quarantined and begin taking classes through Canvas.
- e. Encouraging/promoting physical distancing
1. Classroom/learning environment
 - i. Cadets will carry their backpacks at all times.
 - ii. Cadets will not be permitted to share electronic devices, books, personal hygiene products or any other items
 - iii. Cadets will not be permitted to congregate in hallways. After one class ends, the cadets will report to next duty location immediately
 - iv. Cadets will walk on the right side of the hallway to get to classes and walk at least 6 feet apart from other cadets.
 - v. Cadets will use outside entrances as much as possible
 - vi. There will be no more than 10 cadets per classroom.
 - vii. Desks will be spaced six feet apart.
 - viii. Cadets will leave class single file.
 - ix. Cadet schedules will be revised to limit the amount of free time throughout the day, especially large blocks of free time between scheduled classes
 - x. Cadets will be required to have their own laptops
 2. Social distancing situations outside of the classroom
 - i. No visitors on campus except vendors/by appointment

- ii. Cadets may not leave campus
 - iii. Canceled fall competitive sports. Cadets will participate in non-contact intramurals and physical training.
 - iv. Extracurriculars: Clubs and other activities will meet in classroom same as during classroom instruction.
3. Restrict occupancy/stagger use of communal spaces
- i. Day rooms will be closed.
 - ii. Cadets may not go to other cadets' rooms
 - iii. Library will be rearranged to meet social distancing guidelines, with work stations at least six feet apart
 - iv. Auditorium and chapel will have marked seating to meet social distancing guidelines, at least six feet apart
 - v. If a cadet needs to use the restroom, only one will be permitted to leave a classroom or dorm room at a time. Only one cadet will be allowed in the restroom at a time. There will be a card on the outside of the restroom showing either red or green. Red is for occupied. Green is for vacant. Cadets may not enter the restroom if it is occupied.
 - vi. If there is a line to use the restroom, cadets must remain 6 feet apart. There will be marks on the floor to designate spacing.
 - vii. Cadets will be assigned shower times each day. Shower must be cleaned by cadets after each use. Cadets will be trained on how to properly clean the showers after use.
4. Limitations on size gatherings
- i. All sporting events on campus for the first semester are canceled. The second semester will be determined at a later date.
 - ii. Other large events have been canceled for first semester (homecoming, dances, etc.)
 - iii. Phase II, no more than 50 people will be in any location at any given time.
 - iv. Phase III, no more than 200 people will attend any gathering at any given time.
5. Strategies for Food/Dining Services
- i. For the first two weeks on campus, the cadets will eat all meals in their rooms in the barracks. The food will be delivered to the barracks by dining hall staff wearing masks and gloves. This will be the case when a cadet is in quarantine for any other reason as well.
 - ii. After the first two weeks, cadets will eat in the dining hall. Tables will be spaced 6 feet apart. There will be no more than 3 cadets per table and the same cadets will sit at each table for every meal.

- iii. Dining staff, faculty and staff, and cadets will be required to wear masks unless they are eating.
 - iv. Dining hall will use disposable plates and utensils.
 - v. There will be no salad bar or other community buffet options.
 - vi. Cadets, faculty and staff will use hand sanitizer before picking up their food and after disposing of the food.
 - vii. There will be no take out or delivery.
6. Residential/Housing
- i. For the first two weeks, cadets will be assigned a single room.
 - ii. After clearing quarantine, occupancy will be no more than two to a room.
 - iii. If a cadet needs to quarantine after the initial two-week period, separate quarantine housing will be in Lantz Hall. Males will be on 3rd floor. Females will be on the 2nd floor.
 - iv. Cadets will not be permitted to enter into another cadet's room.
 - v. See information contained in Sections II.e.3 and III.b re: scheduled times for showering, separate use of restroom facilities, and cleaning showers/restrooms.
7. Guests/Visitors
- i. No one will be allowed on campus without an appointment.
 - ii. Those with an appointment must first check with the nurse to have their temperature taken and undergo a health screening.
 - iii. Guests will also be required to wash their hands in the nurses' office, wear a mask, and use hand sanitizer when touching doorknobs and other common surfaces when on campus.
 - iv. Guests must remain in designated areas and maintain appropriate social distancing from others.

III. Maintaining Healthy Environments

- a. Plan for daily health screening questions of staff and students
 - 1. Please see screening plans addressed in Section I.d. above.
- b. Hygiene Practices
 - 1. There will be no school trips so vehicles will only be used for emergency purposes. Vehicles will be disinfected twice per month (1st and 3rd Friday of each month)
 - 2. Teachers will disinfect desks between classes
 - 3. Air purifiers have been installed in all classrooms and common areas.
 - 4. Showers will be cleaned by cadets between each use

5. Restrooms will be cleaned by cadets between each use
6. Buildings will be disinfected using CDC guidelines by housekeeping staff every morning and evening
7. Cleaning supplies will be ordered through Ecolab and maintained through the Quartermaster.
8. Cadets will have their own supplies for each class (pens, pencils, art supplies, instruments, lab equipment, etc.)

c. Ventilation

1. All HVAC units circulate fresh air through the systems 5-6 times per day with the exception of the gym, which is 8-10 times per day.
2. HVAC unit filters will be changed monthly.
3. HVAC units will be maintained monthly.

d. Water systems and features

1. Facilities staff has continued working on campus and maintained the water systems. There was not a shutdown of water systems.
2. All water will be turned off. Bottles of water will be able available instead.

IV. Maintaining Healthy Operations

a. Protections for staff and children at higher risk for severe illness from COVID

1. Cadets: Parents/guardians will be requested to disclose to MMA if cadets have any condition(s) which may put them at higher risk with regard to COVID-19. MMA may request information from a cadet's medical provider concerning his/her ability to safely return to campus.
2. Employees: Anyone at high risk will be provided the option to work from home if job duties permit.

b. Plans for gatherings, field trips, and volunteers

1. See Sections II.e.2, 4, and 7 as well as III.b. above re: gatherings, field trips and guests.

c. Sick leave policies and practices

1. See Sections I.d and II.d above

d. Train back-up staff to ensure continuity of operations

- Substitute teachers will attend training same as faculty

- Regular faculty and staff members will be trained to fill in if an employee is unable to be at work due to illness

V. Protecting Vulnerable Individuals

- a. Please see Section IV.a., above.
- b. Cadets will have the option to enroll as a full-time remote student for the school year.
- c. Cadets will either be able to take classes from remotely during quarantine/illness using Canvas or have the two weeks to make up any missed work after return to campus
- d. Cadets who test positive for COVID-19 may return to the general population of MMA's campus once they have a negative PCR test for COVID-19.
- e. Employees may not return to campus after an exposure to COVID-19 or positive PCR test result for COVID-19 until they have self-isolated for two weeks or have a negative test result.

VI. Preparing for when Someone Gets Sick

- a. As explained in Section I.d.2. above, faculty/staff who present with symptoms will be asked to self-isolate
- b. Cadets who present with symptoms will be separated and isolated.
- c. Facilitate safe transportation by nurse in the school vehicle of those who are sick to home or healthcare facility. Vehicles will be cleaned and disinfected after each use.
- d. All areas a cadet or employee has used will be cleaned and disinfected after each use.
- e. Contact the local health department to initiate public health investigation, contact tracing and consultation on next steps

VII. Planning to close down if necessary due to severe conditions

- a. Decision to shut down will be in conjunction with the guidance from local and state health officials.
- b. If MMA must shut down, parents would have to make arrangements to remove their cadets within 72 hours.
- c. In the event MMA must operate with reduced campus activity as a result of a shutdown, cadets will be off campus and faculty would continue to teach using the Canvas platform.
- d. In the event MMA must shut down, MMA will contact parents by email and/or phone call. Faculty and staff will be notified by email.