

Adrian College

AC Preparedness Plan: Our Students, Our Employees, Our Response
2020-2021

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09/02/20, 11/17/2020, 12/07/2020

Adrian College Pandemic Preparedness Task Force

The Adrian College Pandemic Preparedness Task Force collaborates with a clear focus to resume on-campus activities to the greatest extent possible while mitigating the spread of illness in our community. The guidelines in this document are based on current recommendations from the Centers for Disease Control and Prevention and our state and local health departments. These guidelines will continue to be revised based on state and local regulations and guidance from our local public health department.

Executive Team

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COVID-19 and Pandemic Mitigation Plan

Adrian College will proceed in resuming on-campus activities in accordance with state and local regulations, as well as its own assessment of risk within our community. With prudent mitigation measures, Adrian College will continue in its mission to provide our students with an exceptional college experience while upholding the health and safety of our community members.

General Expectations

All members of the Adrian College community are expected to comply with policies, protocols, and guidelines outlined in this COVID-19 Preparedness Plan to help maintain the safety of our campus. Noncompliance with these health and safety guidelines may result in corrective and/or disciplinary action. The goal of this Preparedness Plan is to create a safe campus environment for all.

Public Health Considerations

- Local transmission rates in Adrian, MI
- Local and state public health directives
- Implementation of strategies to control the spread of COVID-19
 - Physical distancing
 - Wearing of face coverings
 - Viral testing
 - Isolation (Separates sick people with a contagious disease from people who are not sick)
 - Quarantine (Separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick)
 - Contact tracing

Containment and Surveillance

- Containment measures are multifaceted:
 - Surveillance
 - Rapid identification of infection with immediate isolation
 - Contact tracing
 - Quarantine
- Currently available antibody tests lack adequate evaluation of efficacy and reliability and cannot adequately determine immunity
 - Antibody tests are best positioned to be used for research and public health surveillance at this time
- Identify at-risk groups
 - Staff, first-responders, residential students, athletes, Greek life members, medically vulnerable students

Start of New Semester:

- Observation of students, staff, and faculty via health screening (self-checklist) and temperature assessment to confirm there is no illness
- Quarantine or isolate individuals as required while accommodating for meal delivery, safe campus housing, and online learning/teaching

Baseline Readiness Plan

- Engage in routine cleaning and disinfection procedures around campus
- Engage in preventative action for students and staff
 - Stay home when sick
 - Face covering use indoors *and* outdoors when around others
 - Physical distancing measures
 - Testing
 - Contact tracing
- Ensure safe housing for students on campus
- Maintain close communication with local health department for information sharing
- Reinforce healthy hygiene practices:
 - Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Assist in planning for safe seating arrangements in classrooms, cafeteria, library, and other places of gathering
- Isolate and refer for testing for individuals presenting with COVID-19 or influenza-like symptoms

Low Alert: Minimal to Moderate Community Transmission and NO Cases on Campus

- Coordinate with Lenawee Public Health Department for additional strategies in response to prevent spread of illness
- Assess community and campus risk
- Modifications of Student Medical Clinic and implementation of Telemedicine services

- At the minimum, implement appointment-based scheduling
 - No walk-ins admitted
- Implement physical distancing strategies
- Ensure continuity of safe housing
- Help counter stigma and promote resilience on campus through fact-sharing and support plans for students, staff, and faculty

Moderate Alert: First Positive Case on Campus

- Continue baseline and low mitigation strategies
- Continue to assess risk on campus
- Implement Telemedicine for all Student Health Center visits
- Follow Lenawee County Public Health guidelines for contact tracing and quarantine
- Continue to provide for safe housing

High Alert: Substantial Community Transmission and Multiple Positive Cases on Campus

- Continue baseline, low, and moderate alert mitigation strategies
- Continue to coordinate with local public health officials
- Initiate the closure and suspension of gatherings of any size in accordance with local and state public health officials
- Maintain open, transparent, and consistent communication with all parties
- Review safety protocols

Temperature and Symptom Screening of Guests and Visitors

Screening for COVID-19 is essential to mitigating the spread of illness on campus and in our community. Visitors on campus will be asked to meet their campus liaison at a screening check-point prior to participating in any campus activities. Temperature screening check-points will be made available at **12** accessible locations around campus. Screening with infrared temperature reading must take place daily for those visitors participating in activities on campus.

Campus Check-Point Locations:

1. Caine Student Center
2. Merillat Sport & Fitness Center: Weight Room/Fitness Center
3. Merillat Sport & Fitness Center: Athlete Check-in & Locker Room
4. Merillat Sport & Fitness Center: Athletic Training Room
5. Arrington Ice Arena Lobby
6. Shipman Library Entrance
7. Ritchie Marketplace
8. Valade Hall Entrance
9. Stanton Administration Building
10. Admission House
11. Plant Building Entrance
12. Student Medical Clinic Lobby

Screening questionnaire will assess the following:

1. Do you have a fever (100 degrees fahrenheit or higher)?

2. Do you have any symptoms of COVID-19?
 1. Cough, shortness of breath, or difficulty breathing
 2. Fever
 3. Chills or repeated shaking with chills
 4. Runny nose or new sinus congestion
 5. Muscle pain
 6. Headache
 7. Sore throat
 8. Fatigue
 9. New GI symptoms
 10. New loss of taste or smell
3. Have you been diagnosed with COVID-19 in the last two weeks?
4. Have you had close contact with someone who was diagnosed with COVID-19 in the last two weeks?

Screening “Pass”

The individual is without fever or associated symptoms

1. Screened visitor is able to visit campus without restriction
2. Visitor must participate in screening every day they are on campus

Screening “Fail”

An individual has a temperature of 100.0 or greater and/or answers “yes” to associated symptoms

1. The visitor is restricted from visiting campus, must immediately return to residence, and is encouraged to contact their primary care provider for further direction.

Temperature and Symptom Screening of Students, Staff, and Faculty

Adrian College is utilizing digital technologies to support daily self-monitoring and/or verification of symptom-free status. By conducting daily, widespread screening and symptom monitoring, Adrian College may identify those requiring immediate quarantine and isolation methods to help prevent the spread of illness. Students, staff, and faculty should stay home if they are sick or have recently had close contact with a person with COVID-19.

The following screening questionnaire is to be completed on a daily basis, before coming onto campus:

Screening questionnaire via Michigan Symptoms Webpage will assess the following:

1. Can you measure your current body temperature?
 1. If yes, what is your temperature?
2. Do you have any symptoms of COVID-19?
 1. Cough, shortness of breath, or difficulty breathing
 2. Fever
 3. Chills or repeated shaking with chills
 4. Runny nose or new sinus congestion
 5. Muscle pain
 6. Headache
 7. Sore throat
 8. Fatigue
 9. New GI symptoms
 10. New loss of taste or smell
3. Have you been diagnosed with COVID-19 in the last two weeks?
4. Have you had close contact with someone who was diagnosed with COVID-19 in the last two weeks?

Students and employees will register for the Symptoms App at <https://misymptomapp.state.mi.us/login>.

Students and employees must add the appropriate code to their MI Symptoms account:

- Student code: 3390-7840
- Employee code: 4877-1287

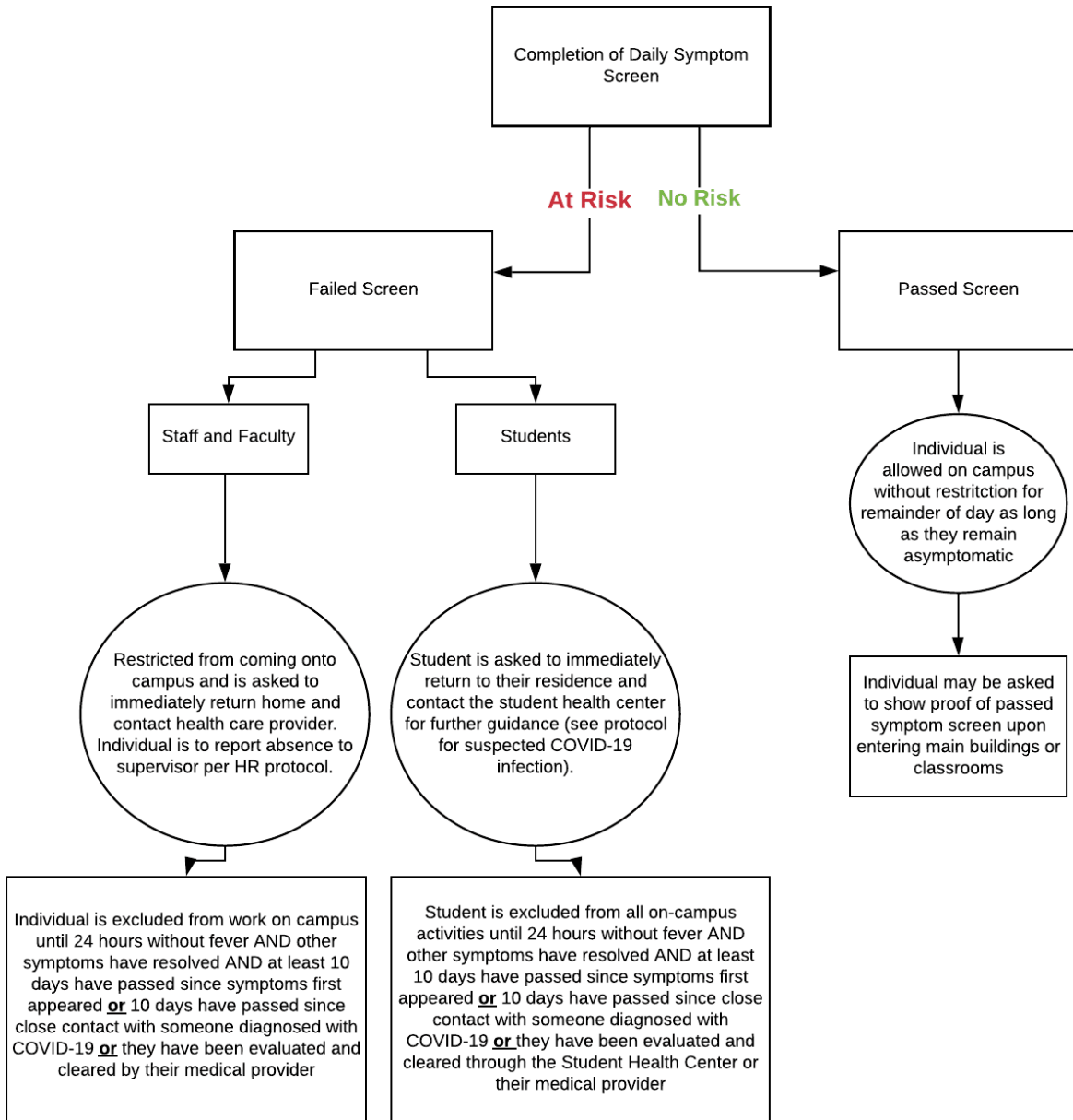
A timestamped proof of the most recent wellness check will be shown immediately upon completion of the questionnaire. This timestamp may be presented to professors or supervisors upon request.

Daily MI Symptoms Reports seen by Adrian College will include:

- Number of students and employees who filled out MI Symptoms
- Number of students and employees 'At Risk' based on symptoms
- The names and phone numbers of students and employees 'At Risk'
- The names and phone numbers of all students and employees

COVID-19 Symptom Screen Flow Chart

*Students, staff, and faculty who are sick or have recently had close contact with a person with COVID-19 should stay home and contact their health care provider. Daily screening is to be completed **before** coming onto if possible campus.*



**If initial temperature reading is >100.0 degree F and the individual is otherwise asymptomatic, may recheck temperature after 10 minutes of rest in a cool space.*

**Close contact: Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.*

Student Affairs

In the event a student of Adrian College is asked to self-quarantine or self-isolate, the Case Management Team will be employed to ensure the student's needs are met including: safe housing, dining/meals, physical health, mental wellbeing, and academics.

Case Management Team:

Emily Kist, Director of Student Medical Center

Melinda Schwyn, Dean of Students

Ben Ernst, Academic Services

Jarrdod Stober, Academic Services

Kaitlyn Goodson, Director of Housing

Nicholas Moorehead, GM, Sodexo Dining Services

Kellie Berger, Director of Counseling Services

Margaret Sims, Medical Assistant, Student Medical Center

Jamie Fetter, Head Athletic Trainer, and Athletic Training Associates

Housing and Residence Life

Return to Campus Viral Testing

In order to mitigate the spread of COVID-19 and promote a safe campus community, Adrian College requires students to receive a viral test for Coronavirus Disease (COVID-19) no more than 5 days before their arrival on campus. Viral tests check samples in your respiratory system (such as swabs of the inside of your nose) and tell you if you currently have an infection with SARS-CoV-2, the virus that causes COVID-19. Testing differs by location. Students are encouraged to call their healthcare provider for

guidance. Students may also visit their state or local health department's website to look for local information on testing. Be aware that some tests may take 1-2 days or longer to be processed by a lab. Students are to upload their results into their Magnus Health account.

Michigan Testing Sites: https://www.michigan.gov/coronavirus/0,9753,7-406-99891_99912---,00.html

State health departments:

<https://www.cdc.gov/publichealthgateway/healthdirectories/healthdepartments.html>

Local health departments: <https://www.naccho.org/membership/lhd-directory>

- Students with a confirmed **negative test** result are able to move back onto Adrian College campus on their designated move-in day once the test result has been uploaded to Magnus.
- Students with a **positive test** result are not to move onto campus and are to isolate at home for at least 10 days from the onset of symptoms (or positive test if asymptomatic), and must be fever-free for 24 hours without the use of fever-reducing medications before returning to campus.
 - Students are to contact the Student Health Center at achealthcenter@adrian.edu for further direction and guidance regarding isolation.
 - Students will be encouraged to work directly with their professors to make arrangements for academic work during isolation.
 - Academic Services will contact students in isolation to determine the need for further accommodations.
- Students with a **pending test** result are not to move onto campus until their negative test result is received and submitted to Magnus.
- **All students** have access to Student Health Center medical services throughout their course of illness and after release from isolation

Before and during your arrival on campus you should:

Wash your hands often

Maintain 6 feet between yourself and people outside your home

Cover your mouth and nose with a cloth face covering when around others

Cover coughs and sneezes

Clean and disinfect often

Monitor your health

Housing and Residence Life Baseline Readiness

- Closely collaborate with local health departments regarding current best practices and guidelines
- Follow current guidance and best practice recommendations from local public health department and state Safe Start Plan and adjust baseline plan accordingly
- Require use of personal face coverings in common areas
 - Disposable masks will be made available in the event a student does not have access to their personal face covering
- Frequent reminders of primary prevention measures including:
 - Posters, videos, and social media posts
 - Wide availability of hand sanitizer in common areas
- Engage in regular disinfecting of common areas and high-touch surfaces with enhanced cleaning practices
- Provide training for all live-in professionals, residence advisors, and similar roles related to public health measures and signs/symptoms of COVID-19
- Provide student training on COVID-19 with a focus on preventing the spread of illness
- Restrict events and social activities in accordance with current physical distancing guidance
- Reconfiguration and/or removal of seating in common areas to ensure proper physical distancing according to current local guidance
- Restrict all outside guests from entering campus residences
 - These restrictions do not apply to personal care attendants for students with disabilities

Return to In-Person Learning with Strategies to Prevent Spread of Illness

Regular sanitization of common areas with special attention to high-touch areas	Lobbies Restrooms Entry doorways Dorm common areas Laundry Rooms Block off drinking fountains
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<p>Enforcement of Physical Distancing Strategies</p>	<p>Maximum occupancy to align with appropriate physical distancing in the following areas:</p> <ul style="list-style-type: none"> • Shared kitchens • Laundry room • Common areas <p>Floor markings to promote safe distancing in:</p> <ul style="list-style-type: none"> • Restrooms • High-traffic hallways
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Safe Housing

- Roommates and members of a shared home will be considered a “family unit” for the purposes of safely quarantining in the event of exposure to COVID-19
- Students may purchase a physical barrier from AC Housing to place in their dorm room if they chose to do so
- Restriction of bunking of beds to adhere to physical distancing guidelines
- Room changes will not be permitted unless in extreme circumstance

Fall Move-In

- All students will be allotted a date and time block for move-in
- Drive-thru service at the Merillat Center
- Students will be allowed 2 guests to assist in moving
 - Guests must first pass initial screening checklist
 - Limited to parents/guardians

Guidance: Students Returning to Campus from Domestic and International Travel

- Per the CDC, you and your travel companions pose a risk to your family, friends, and community for 14 days after you were exposed to the virus. Regardless of where you traveled or what you did during your trip, take these actions to protect others from getting sick after you return:

- When around others, stay at least 6 feet (about 2 arms' length) from other people who are not from your household. It is important to do this everywhere, both indoors and outdoors.
- Wear a mask to keep your nose and mouth covered when you are outside of your home.
- Wash your hands often or use hand sanitizer (with at least 60% alcohol).
- Watch your health and look for symptoms of COVID-19. Take your temperature if you feel sick.

Guidance for Resident Assistants

- Resident assistants (RAs) are considered liaisons to public health and stewards of public health and safety protocols
- RAs will be trained in signs and symptoms of COVID-19 and emergency response protocols
- RAs will engage in virtual floor meetings to engage with residents while upholding current safety guidelines
 - This may be done via Zoom, Google Hangouts, Netflix sharing, etc.

At-Risk Students

- Students with pre-existing medical conditions should document their condition and associated treatment plan through Magnus Health and maintain open communication with their RA, Student Health Center, and Primary care provider.
 - Some of the medical conditions that put students at risk for severe illness and complications of COVID-19 include: asthma, diabetes, immunosuppressive drug therapy including chronic systemic corticosteroid treatment, heart disease, HIV, and morbid obesity

Students will be contacted by the Student Health Center and/or the local public health department in the event they are required to self-isolate. **If a student obtains a COVID-19 test on their own, we ask that the student report the results to the AC Student Health Center so the Case Management Team can follow-up accordingly.** The Case Management Team will work closely with any student in

self-isolation to ensure proper healing, provide emotional support, academic support, and the safe delivery of regular meals.

Dining Services

Adrian College, in partnership with Sodexo, has developed safe dining protocols to align with state and local public health guidelines. These protocols will continue to be updated in accordance with state and local executive orders.

As guests enter the dining areas, they will experience:

- Touchless entry options, if practicable, along with enhanced sanitation procedures in the entryway, including hand sanitizing stations
- A welcome area displaying instructions for the floor traffic pattern, a menu format at each station, and any other safety and service expectations required
- A friendly greeting by staff, standing behind a plexiglass barrier and equipped with appropriate PPE, at the checker stand
- Augmented signage – at eye level – that includes floor decals to reinforce traffic patterns and social distancing

As guests move through the dining areas, they will see and experience:

- Floor decals and consistent signage to reinforce traffic patterns and social distancing
- A single directional travel pattern that allows them to efficiently move from the entrance to their selected stations
- Stations, attended by uniformed staff, who are wearing and using appropriate PPE
- Staff frequently sanitizing serving stations to ensure safety and instill confidence
- Efficient station designs for each menu module to ensure quality selection and service and optimal sanitation standards

Guests may expect:

- Meal packaging that is appropriate to the specified menu item, along with wrapped utensils, napkin, and portioned condiments, if there is no seating
- No personal refillable containers to be utilized in the dining room, to ensure safety for our staff and guests
- Menu toppings and condiments to be portioned by the

attendant • Reusable dishware and utensils, if available, to be stored behind the service area and distributed by the attendant in a sanitary fashion • Adjustments in seating availability, due to local government regulations, and set capacity of the space

Guests also will expect and experience:

• Visible constant sanitation and cleaning by uniformed staff • Tables that are cleaned and disinfected after each use and free of any items like salt/pepper shakers or napkin dispensers • Traffic patterns that lead from the seating area to the exit with designated instructions along the way for returning dishes or disposing of packaging or waste into marked receptacles

Student Medical Clinic

The following policies are meant to mitigate community spread of COVID-19 and respiratory illness in the Student Medical Clinic and on Adrian College campus.

For All Patients

- All visits will be by appointment-only
- Implement respiratory hygiene and cough etiquette. Surgical or procedural masks will be readily available at all entries/exits and clear signage in relevant languages should reinforce their use.
- Patients will be screened for COVID-19 over the phone or via telemedicine:
 - Do you have a **Fever** without having taken any fever reducing medications?
 - Do you have a **Cough**?
 - Do you have **Muscle Aches**?
 - Do you have a **Sore Throat**?
 - Do you have **Shortness of Breath**?
 - Do you have **Chills**?
 - Do you have new loss of **Taste or Smell**?

- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
- Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?
- **If there is suspicion for COVID-19, the student will be referred for appropriate testing**
 - Student will self-quarantine in current residence until test results are obtained with support from the AC Case Management Team

Sick Notes

- Students, staff, and faculty will *not* be expected to provide a note from their healthcare provider if they have missed work or class due to illness.

Testing for COVID-19

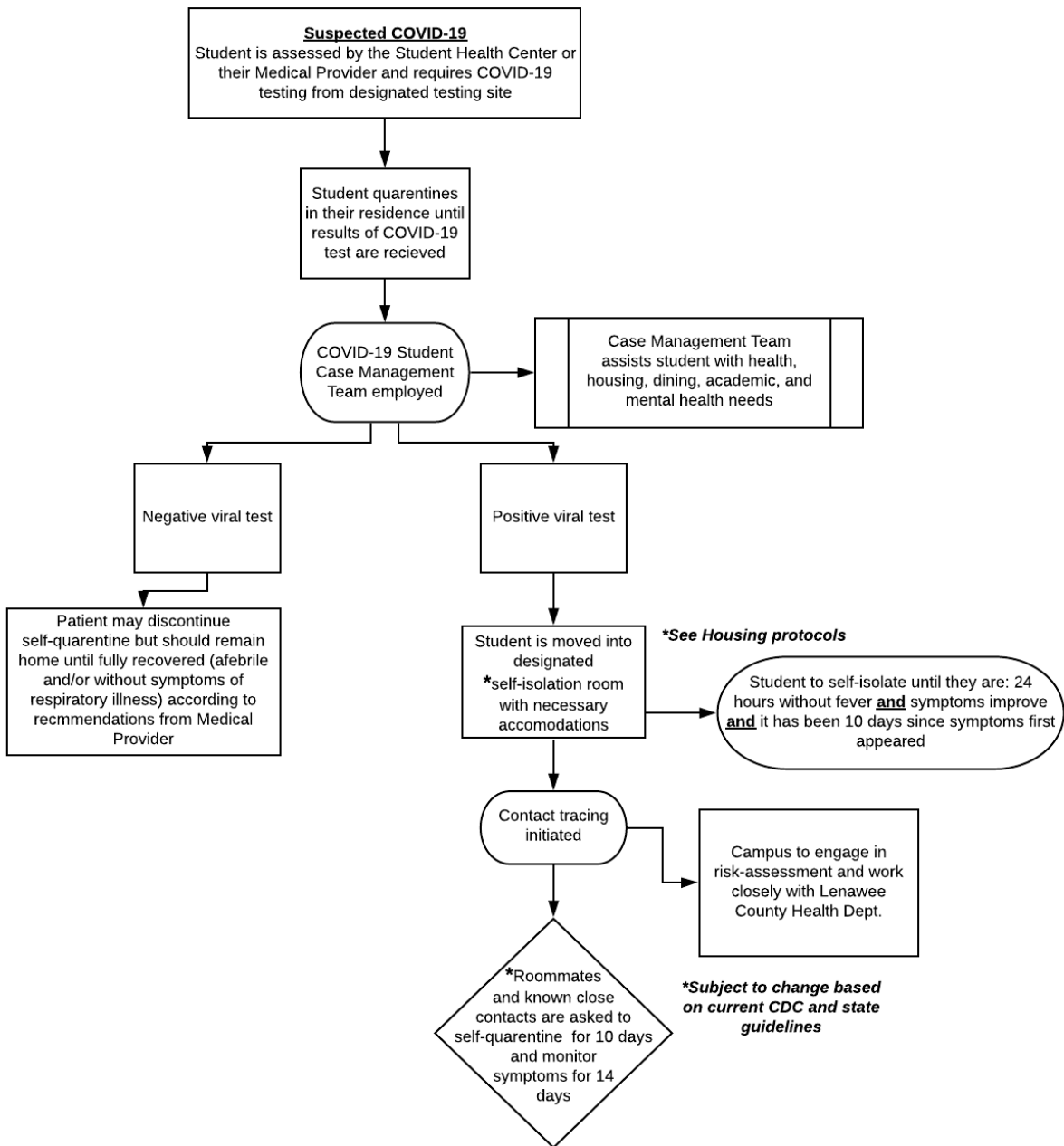
Testing Guidelines

- Adrian College community members who have symptoms of COVID-19 should self-isolate and contact the Student Medical Clinic (students), their primary care provider, or the Lenawee County Health Department at 517-264-5226, Option 5.
- Screening for COVID-19 follows the State of Michigan guidelines.

- If testing is warranted, Adrian College community members will be directed to a designated [testing site](#).

Testing Criteria

1. People with these symptoms or combinations of symptoms may have COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Fever
 - Chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell.
2. People who have been in close contact with someone who has COVID-19- excluding people who have had COVID-19 within the past 3 months.



Quarantine, Isolation, and Release from Isolation

Additional information regarding quarantine and isolation on campus can be found on the AC Health & Counseling Webpage under “Files and Links:” <http://adrian.edu/campus-life/health-counseling-center/>

Based on the evaluation of the CDC information, MDHHS is updating guidance to allow modifications to the quarantine period for Michigan residents in specific situations. While the standard 14-day quarantine period remains, it can be reduced to 10 days if the following two conditions exist:

- The individual does not develop any symptoms or clinical evidence of COVID-19 infection during daily symptom monitoring for the 10 days after the last exposure.
- Daily symptom monitoring continues through day 14 after the last exposure.

Quarantine is for people who have been in close contact with someone who has COVID-19—excluding people who have had COVID-19 within the past 3 months. People who have tested positive for COVID-19 do not need to quarantine or get tested again for up to 3 months as long as they do not develop symptoms again. People who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

Refer to [guidance from the CDC](#) for additional information regarding quarantine.

Isolation is used to separate people infected with SARS-CoV2 (COVID-19) from people who are not infected. Individuals who have tested positive for COVID-19, or had symptoms of COVID-19 without a positive test may be with others after:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever without fever-reducing medication **and**
- Other symptoms of COVID-19 are improving. *Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation*

Those who have tested positive for COVID-19 but had no symptoms can be with others after 10 days have passed since the date you had your positive test.

CDC recommends that all people, whether or not they have had COVID-19, take steps to prevent getting and spreading COVID-19. Wash hands regularly, stay at least 6 feet away from others whenever possible, and wear masks.

Refer to [guidance from the CDC](#) for additional information regarding isolation.

Academic Affairs

Adrian College plans to be open and offering face-to-face classes for the 2020-2021 academic year, informed by MICU and CDC guidelines, as well as Governor Whitmer's reopening plan guidelines. Our academic year will also be defined by a "new normal" that is largely dictated by variables that are beyond our control and prediction. Therefore, our outlook for this year (and potentially future semesters) will be defined by patience and flexibility.

The academic affairs plan will take the following into account:

1. Adherence to the CDC and Michigan State recommendations and guidelines in regard to face coverings.
2. Maintaining social distancing protocols until we reach level 6 as defined by Governor Whitmer's reopening plan (<https://www.mistartmap.info/>).
3. Disinfection protocols and supplies in place for all classroom spaces (per MICU considerations and CDC guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>)
4. Health screening protocols and PPE supplies (i.e. face coverings) in place for all classes (per CDC guidelines and MICU considerations)
5. Accommodation options for those who are not able to adhere to the academic affairs plan expectations outlined in this section, per CDC and ADA guidelines via Human Resources.

Academic Affairs Plan and Protocols

Adrian College intends to be fully open, offering face-to-face classes for the 2020-2021 academic year. However, Adrian College is prepared for a variety of scenarios and we will remain flexible, as the situation may change throughout the semester and beyond.

Scenario #1: Course delivery is 100% online. For clinical experiences and internships, students will follow the external organizations's protocols, which may differ from how courses are delivered on the Adrian College campus.

Scenario #2: Face-to-face classes but will modify our delivery to ensure social distancing and PPE guidelines are being followed. Classroom capacities have been modified to adhere to social distancing guidelines whenever possible. For clinical experiences and internships, students will follow the external organizations's protocols, which may differ from how courses are delivered on the Adrian College campus.

Maintaining face-to-face classes will follow the social distancing protocol defined below. Our campus will consistently monitor all current guidance from local public health guidelines.

Scenario #3: Post-pandemic will mean that we resume normal face-to-face course offerings with no needed modifications in delivery.

Social Distancing Protocols:

--All classes will meet at their "social distancing capacity" as defined by the classroom space. This threshold may be adjusted as necessary. Signage is displayed in each room defining the room's social distancing capacity. Capacity may also be maintained in each classroom space by considering alternative models of delivery for courses, if needed.

PPE and Sanitation Procedures (Scenario #2):

The following procedures have been developed based on CDC Guidelines for colleges and universities, which can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html>.

All classroom spaces will be thoroughly disinfected daily by our custodial staff. See below for procedures regarding disinfection between each class and PPE requirements/ recommendations.

--Classroom entry procedures:

1. Faculty members should check for the MI Symptoms “daily check” **green** electronic pass (can be displayed on a phone or printed and brought to class by the student) for each student. Any student without a pass must complete the electronic questionnaire and obtain a pass to enter the classroom space.
2. Students and faculty will adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings. Any student without a face covering can obtain one at Campus Safety.
3. Students and faculty are to choose a desk/chair/seat in the classroom space that is designated for use. Chairs that are stacked in the classroom space should not be used. **No chairs/furniture/ desks/tables should be moved within the classroom space.**
4. Students will wipe off their desk/chair with a disinfecting wipe, which will be available in each classroom space.
5. Faculty with any questions or concerns about sanitation or PPE materials should contact Plant.

--Procedures during classes

1. Minimize the sharing of objects, i.e. pens, equipment, etc. whenever possible. It is recommended that each student bring their own personal materials, if needed--this includes hand sanitizer and hand wipes.
2. If sharing of objects is required in the class, use disinfecting wipes provided in each classroom space to wipe off objects between uses, if possible.
3. **No chairs/furniture/desks/tables should be moved within the classroom space.**
4. All classroom furniture and seats have been placed to maintain social distancing (i.e. six feet of separation). Decals may be present to designate where furniture should be used to maintain social distancing.
5. Faculty and students will adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings.

--Classroom exit procedures

1. Each student will use the provided disinfecting wipes to disinfect their workspace/ equipment before leaving.

2. Each student will disinfect their work space thoroughly before leaving the classroom.
3. Faculty members will disinfect any surfaces/objects they touch during the class as well; alternatively, faculty members can disinfect all surfaces in the classroom if they choose before leaving.
4. Students and faculty will adhere to the CDC and Michigan State recommendations and guidelines while moving around or exiting the classroom.
5. Faculty with any questions or concerns about sanitation or PPE materials should contact Plant.

Attendance Considerations

Flexibility whenever possible is strongly encouraged when it comes to class attendance and sickness during the COVID-19 pandemic. The increased screenings and daily symptom check-ins will mean that students who have even relatively mild symptoms may not be able to attend class as they normally would. To lessen the foot traffic and burden of documentation for students, the Student Health Center will not be providing notes to those who are sick during the 2020-2021 academic year.

Students are asked to not attend in-person class if they exhibit any COVID-like symptoms, even if they are relatively mild, as there is a potential that these symptoms may signal a COVID-19 infection. Students who have COVID-like symptoms will be assessed by the Student Medical Clinic or their healthcare provider and referred for testing as appropriate. The student will be asked to quarantine for a period of time to await results of the test. Further, any student who tests positive for COVID-19 will be placed in isolation for a period of time, and will not be able to physically attend class, though if well enough may still attend class virtually. Students on campus who have come into contact with a suspected or confirmed COVID-19 case will also be asked to quarantine, and will not be able to physically attend class. Finally, any students who have engaged in domestic or international travel will also be highly encouraged to quarantine for 14 days.

For all of the above scenarios, plus others that may unfold, it is important that faculty members do the following:

- Communicate understanding to students under quarantine and isolation regarding face-to-face attendance, preferably in the syllabus itself
- Communicate understanding when students are ill and may not be able to participate in class for a period of time, and accommodate within reason to allow students to have success
- Provide online opportunities to students who are unable to attend face-to-face classes to attend classes virtually, complete assignments, and receive information needed for success

Office Hours and Advising:

Office hours will be conducted virtually during Scenario #1 (fully online teaching), and can be conducted either face-to-face (with social distancing precautions in place) or virtually during Scenario #2.

Advising will be conducted virtually during Scenario #1 (fully online teaching), and can be conducted either face-to-face (with social distancing precautions in place) or virtually during Scenario #2. Resources to support virtual advising are available.

Social Distancing Protocols for Face-to-Face Advising and Office Hours during Scenario #2

1. Faculty are expected to adhere to the CDC and Michigan State recommendations and guidelines in regard to face coverings indoors and while with others.
2. Only one student is allowed in an office space at a time unless two or more students can maintain six feet of separation at all times inside the office space. If office spaces are too small to maintain proper social distancing, face coverings are required, and virtual meetings are strongly recommended.
3. Setting up appointment times is strongly recommended to reduce the chances that multiple students are waiting or congregating in common areas at one time.

Accommodation Considerations

Adrian College is serving students who may find meeting the expectations as outlined in this plan to be personally challenging. These challenges may arise from health considerations (see <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>), exceptionalities, disabilities, or be of another nature. Academic Services is preparing a variety of adaptations to their services to meet the needs of students with accommodations. See their plan here: <https://docs.google.com/document/d/1MBOs9S-bRKotIwoeEubiBvG8PZOe2rHj2IioaOLiDgw/edit?usp=sharing>.

During scenario #2, all students are expected to regularly attend online/scheduled classes, however accommodations can be made to this expectation on a case-by-case basis.

Protocol for Identifying and Serving Students who Require Accommodations:

--Students with concerns about meeting the expectations of this plan can reach out to Academic Services, who will ascertain the accommodation needs and generate an accommodation letter as needed.

--Students who do not qualify for an accommodation through Academic Services are expected to attend face-to-face classes.

Adrian College may also employ faculty who have non-academic, personal challenges to meeting the expectations outlined in this plan. Human Resources, has also developed a protocol for this consideration:

Protocol for Identifying and Serving Faculty who Require Accommodations:

--During Scenario #2, all classes are expected to be conducted in a face to face format. Faculty who foresee personal challenges of a non-academic nature with meeting the expectations of this plan may contact Christina Corson in the Human Resources Department to begin the formal ADA process of requesting an accommodation due to a disability.

Library Considerations

Shipman Library has taken the following actions:

- Installed sanitizer dispenser in main lobby
- Installed plexiglass barriers for the library's two checkout points
- Posted signage on doors to provide information about current Michigan Executive Orders regarding COVID-19
- Posted signage inside the library and provided floor markings to encourage social distancing
- Posted signage inside the library to encourage both the wearing of face coverings and hand washing
- Increased cleaning of the library, especially surface areas such as keyboards and tabletops
- Made disinfectant wipes available in the library
- Implemented daily health screenings of all workers, including student workers at the library

- Instructed all workers, including student workers, to stay home from work if COVID-19 symptoms are present
- Will provide training to student workers on the library's COVID-19 policies and effective COVID-19 prevention practices
- Will quarantine or disinfect returned library materials before placing them back on the shelves
- Rearranged some library furniture to assist with social distancing, including in computer spaces
- If an occupancy limit restriction is in effect, regular and frequent patron counts will be conducted to monitor compliance, and restrict access to the library when the occupancy limit has been reached
- Keep the Adrian College community informed of library policies and practices regarding COVID-19 through the use of email communication and updates to the library's Facebook page.

Technology and Resource Considerations

The College is aware that some students may not have appropriate technology capabilities from their homes, and faculty will work with students to provide alternative means of completing coursework.

Faculty Support

Academic Affairs has teamed up with approximately 20 faculty members who are working diligently to provide all Adrian College faculty with the resources and professional development opportunities they need to be prepared for online teaching (Scenario #1) and alternate teaching delivery methods (Scenario #2).

Student Support

Support for students, particularly first-year students, who may not have experience with online/hybrid classes, are being developed this summer. Examples of resources include the following:

- Blackboard use videos
- Online learning support strategies

See also the academic services student preparedness plan here:

<https://docs.google.com/document/d/1MBOs9S-bRKotIwoeEubiBvG8PZOe2rHj2IioaOLiDgw/edit?usp=sharing>.

The Registrar's Office has developed streamlined processes in the event that office contact is limited for students. Please look out for communication from the Registrar's Office about their plans.

Academic Affairs Staff Support

Human Resources has developed a "*Guide for Returning to the Workplace*" that outlines the guiding principles as well as workplace expectations and guidelines. It is comprehensive containing guidance for specific workplace scenarios, symptom monitoring, personal safety practices such as social distancing, handwashing, etc. If you have any questions or concerns you should reach out to the Human Resources Department.

Flexibility and Patience is Important

Above everything else, we ask for flexibility and patience from all Adrian College community members, as much of what happens next semester is beyond our control. We may fluctuate between different course delivery methods in the foreseeable future, and we will need patience and preparation for our success.

Adrian College Athletics COVID-19 Resocialization Guideline

Adrian College Sports Medicine

Introduction

Intercollegiate athletic settings, regardless of the nature of activity, must always make infectious disease prevention a priority and be equipped to properly protect student-athletes and staff from disease transmission. Due to the COVID-19 pandemic, it is necessary to enact additional prevention measures in order to maintain health and safety for Adrian College (AC) Athletics. AC athletic venues and the Adrian

College Sports Medicine (ASM) Athletic Training Room (ATR) are spaces that are typically shared by multiple individuals and groups. Traditional usage has occurred in large volume and in confined spaces, as student-athletes prepare for and participate in athletic activities. Additionally, the general nature of sport involves close contact in a variety of situations while student-athletes train and compete. Because close contact and shared spaces increase the likelihood of disease transmission, it is imperative that comprehensive infection control measures be enacted to minimize the risk.

This guideline has been developed based on recommendations from the National Collegiate Athletic Association (NCAA), the American College Health Association (ACHA), the National Athletic Trainers' Association (NATA), the World Health Organization (WHO), and the United States Olympic and Paralympic Committee (USOPC). It is intended to serve as an addendum, specific to intercollegiate athletics, to general AC infection control policies and procedures and AC Athletics policies and procedures.

Infection control is a shared responsibility in the athletic setting and falls to all facility staff, coaches, medical staff, and student-athletes. It should be recognized that disregard of this infection control responsibility by any party could result in spread of infection and have serious implications on Adrian College Athletics.

Core Principles of Resocialization of Collegiate Sport

Because the COVID-19 pandemic is rapidly evolving, it is likely that specific recommendations may change as scientific and medical knowledge continue to increase. For this reason, this document may need regular updating throughout the course of the pandemic to ensure that the guidelines contained comply with current recommendations from campus, local, state, and national health organizations. However, it is assumed that the following Core Principles of Resocialization of Collegiate Sport from the NCAA can be applied:

- There must not be directives at the national level that preclude resocialization.
- State and local authorities must have in place a plan for resocialization.
 - In accordance with the federal guidelines, such a plan assumes the following state/local gating criteria have been satisfied:
 - A downward trajectory of influenza-like illnesses reported within a 14-day period and a downward trajectory of COVID-like syndromic cases reported within a 14-day period.
 - A downward trajectory of documented cases of COVID-19 within a 14-day period or a downward trajectory of positive tests as percentage of total tests within a 14-day period.

- Hospitals can treat all patients without crisis care and there is a robust testing program in place for at-risk health care workers, including emergency antibody testing.

·There should be a plan in place at the university/college level for resocialization of students. In keeping with the federal guidelines, universities should consider guidance provided to employers to develop and implement appropriate policies regarding the following:

- Social distancing and protective equipment.
- Temperature checks.
- Screening and isolating.
- Sanitation.
- Use and disinfection of common and high-traffic areas.
- School business travel.
- Monitoring of the workforce for indicative symptoms and preventing symptomatic people from physically returning to work until cleared by a medical provider.
- Workforce contact tracing after an employee's positive test for COVID-19.

·There must be a plan in place at the university/college level for resocialization of student-athletes within athletics. In keeping with the federal guidelines, athletics should practice the following:

- All student-athletes, athletics health care providers, coaches and athletic personnel should practice good hygiene.
- All student-athletes, athletic health care providers, coaches and athletic personnel should stay home if they feel sick.
- Guidance noted above for university employees should be in place within athletics.

·There must be adequate personal protective equipment for athletics health care providers and there must be sanitizers to manage infection controls in all shared athletics space.

·There must be the ability to assess immunity to COVID-19 at a regional and local level. This could include immunity at the college campus, plus a more focused assessment of herd immunity for athletics teams.

·There must be access to reliable, rapid diagnostic testing on any individual who is suspected of having COVID-19 symptoms.

·There must be in place a local surveillance system so that newly identified cases can be identified promptly and isolated, and their close contacts must be managed appropriately.

·There must be clearly identified and transparent risk analyses in place. Such risk analyses consider issues such as economics, education, restoration of society, and medical risk of sport participation, including possible COVID-19 infection and possible death.”

It should be noted that student-athletes are students first and that we have an ethical duty to protect vulnerable populations.

Phased Resocialization of Sport

Resumption of sport activities, like resumption of any other on-campus activity, should occur gradually and in phases based on local public health conditions and institutional capacity to complete appropriate screening, testing, and contact tracing. Progression or regression from one phase to another should occur after considering gating criteria and seeking direction from appropriate AC, local, state, and national authorities. Planning should include the likely scenario of infection rebound, resulting in regression of phases and more restrictive mitigation measures and physical distancing.

Each head coach, program director, or operations director should consider how each phase may be safely and effectively implemented within their specific program. Planning for each phase should be on record with the Athletic Health Care Administrator and Director of Athletics and consider both the feasibility and budgetary implications necessary to accomplish said plan. An abundance of caution should be used in all circumstances and each sport should be assessed separately for each phase to assess and appropriately minimize risk (e.g. individual vs. team sports; contact vs. non-contact sports; major spectator vs. limited spectator sports). Areas for consideration should include:

- Sport-related impediments to personal distancing, which is unavoidable in many sports (e.g. soccer, basketball, lacrosse, wrestling, football and other contact sports) and less common in others (e.g. golf, equestrian, singles tennis).
- Ball or other implement transfer during training and competition (e.g. football, volleyball, soccer, baseball/softball, and basketball).
- Scheduling considerations of multi-use facilities for practices and competition.
- Scheduling considerations for large invitational/tournament competitions.
- Needs and feasibility of appropriate cleaning and disinfection of shared apparatus for training or competition (e.g. pole vault, strength/skill training equipment).
- Safe re-acclimatization and/or readiness testing for sport activity after an extended period away. It should be noted that student-athletes are unlikely to have participated in summer leagues,

scrimmaging, or other sport activities and that certain sport activities may be much different than general fitness.

- Physical distancing and sanitation principles in the areas of:
 - Locker rooms.
 - Strength and conditioning facilities.
 - Indoor training or competition venues.
 - Team meeting/film rooms.
 - Other highly communal areas in athletic facilities including such as bench and spectator areas.
 - Interaction with spectators and other teams around athletic competition.
 - Team travel and lodging.
 - On and off-campus recruiting.
 - Isolation and transportation of individuals who show signs of illness or test positive for COVID-19 while away from AC during team travel.
- The difficulty/feasibility of “policing” physical distancing among spectators, even in small crowds, and whether that is a task that athletics staff are willing and capable of completing.

The following phase guidelines are adapted from NCAA, ACHA, and NATA recommendations:

Phase Zero

- To be completed at home prior to reporting to campus with specific instructions regarding self quarantine.
- Elements of Self-Quarantine:
 - The college is asking all students to get tested 7 days prior to arriving to campus
 - Monitor for fever, cough or trouble breathing
 - Avoid contact with others- practice physical and social distancing when necessary
 - Face coverings required if leaving place of residence.
 - Wash hand frequently, avoid touch face/eyes, sneeze into elbow/forearm

Phase One

In accordance with the federal guidelines, resocialization of sport in Phase One assumes the following:

- Gating criteria have been satisfied for a minimum of 14 days.
- Vulnerable student-athletes, athletics health care providers, coaches and athletics personnel should continue to shelter in place. Vulnerable populations include individuals with serious underlying health conditions such as high blood pressure, chronic lung disease, diabetes, obesity and asthma, and those whose immune system is compromised, such as by chemotherapy.
- Those living in dorms and other residences where vulnerable individuals reside should be aware that by returning to sport, work, or other environments where distancing is not practical, they could carry the virus back home and appropriate isolation precautions should be taken.
- Physical distancing should continue in all circumstances, providing for additional space as necessary to ensure adequate distancing between participants for all activities.
- Gatherings of more than 10 people should be avoided unless precautionary measures of physical distancing and sanitation are in place.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact should remain closed unless strict distancing and sanitation protocols can be implemented. If possible, all activity should occur outdoors.
- Athletic equipment, including game balls, implements, training devices, and safety equipment, should not be shared amongst individuals.
- Virtual meetings should be encouraged whenever possible and feasible.
- Nonessential travel should be minimized, and Centers for Disease Control and Prevention guidelines regarding isolation after travel should be implemented.

** repetitive handling of a shared object such as game balls and other shared equipment should be avoided**

Phase Two

In accordance with federal guidelines, if Phase One has been implemented successfully, with no evidence of a rebound, and gating criteria have been satisfied for a minimum of 14-days since the implementation of Phase One:

- Vulnerable individuals should continue to shelter in place.
- Awareness and proper isolating practices related to vulnerable individuals in residences should continue.
- Physical distancing should continue.
- Gatherings of more than 50 people should be avoided unless precautionary measures of physical distancing and sanitation are in place.

- Gyms and common areas where student-athletes and staff are likely to congregate and interact should remain closed, or appropriate distancing and sanitation protocols should be implemented.
- Sanitation plans should be in place for shared athletic equipment, including game balls, implements, training devices, and safety equipment.
- Virtual meetings should continue and be encouraged whenever possible and feasible.
- Nonessential travel may resume.

** sharing of common objects such as game balls and other shared equipment still should be avoided**

Phase Three

In accordance with federal guidelines, if Phase Two has been implemented successfully, with no evidence of rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase Two:

- Vulnerable student-athletes, athletics health care workers, coaches, and athletics personnel can resume in-person interactions and all people should continue to practice physical distancing, minimizing exposure to settings where such distancing is not practical.
- Gyms and common areas where student-athletes and staff are likely to congregate and interact and can reopen if appropriate sanitation protocols are implemented, but all people should consider minimizing time spent in crowded environments.
- Sanitation plans should remain in place for shared athletic equipment, including game balls, implements, training devices, and safety equipment.
- Unrestricted staffing may resume.
- Single day practices may begin to all for acclimation and readiness for competition

** repetitive handling of common objects such as game balls and other shared equipment can occur and contact activities can begin**

Phase Four

In accordance with federal guidelines, if Phase Three has been implemented successfully, with no evidence of rebound, and gating criteria have been satisfied for a minimum of 14 days since the implementation of Phase Three:

- Continued screenings of student-athletes daily.

- Group athletic practices Continue
- Day of Competition:
 - Screening of Student-athletes, Coaches, Game personal, Officials
 - Visiting Teams will screen on campus and log to tracking purposes

Screening Procedures

Screening for COVID-19 in student-athletes, coaches, staff, athletics healthcare providers, spectators, and officials will be administered as directed by AC. Other stakeholders in testing procedures may include local, state, and national health organizations, the Michigan Intercollegiate Athletic Association (MIAA), and the NCAA. Specific guidelines will be developed for the following situations, in addition to general AC testing policies:

- Screening of visiting teams and staff.
- Screening of officials.
- Screening of AC teams and staff traveling to other campuses as well as plans for isolation and testing on return to AC, if necessary.
- Planning for isolation and transportation of visiting individuals who may test positive while at AC.
- Planning for isolation and transportation of student-athletes, coaches, and staff who may test positive while away from AC (i.e. while visiting another institution for competition, recruiting, etc.).

It should be recognized that when student-athletes return to campus that they will be returning from a variety of domestic and international locations. This means that every individual will be a unique case and a unique risk. Testing and screening procedures will be directed by AC and it is possible that testing, screening, and self-monitoring in isolation procedures may vary from individual to individual. Because of this it should not be expected that all student-athletes will be cleared for resocialization at the same time.

Facilities and Operations

AC Athletics should make plans with AC Facilities to ensure appropriate cleaning and sanitation schedules of all athletic facilities, following CDC guidelines. Special consideration should be given to:

- Athletic Training Room(s)

- Laundry services.
- Scheduling Locker Room Cleanings
- Restrooms.
- Shared athletic venues.
- Weight Room/Fitness centers cleaning following all team workouts.
- Other high traffic/high touch areas, as well as equipment (e.g. balls, pads, etc).

Sports Medicine

These protocols will be implemented to promote the health and safety of ASM patients, ASM staff members, and others who may utilize the services of ASM (i.e. visiting teams). Protocols will be updated, as appropriate, based on local, state, and national guidelines.

Patient Care Considerations

- In order to promote appropriate sanitation occupancy will be limited to physical distancing standards. will do space analysis
- Tables will be disinfected between athletes and scheduled cleaning of ATR throughout the day.
- All patients and staff should wear face masks when appropriate physical distancing of 6 feet is not possible, such as when receiving evaluation, treatment, and taping.
- ASM providers must change gloves or wash/sanitize their hands between contact with different patients.
- Patients will be advised to make an appointment, by email or phone, prior to coming to for evaluation or treatment. Walk-ins are not preferred and cannot be guaranteed due to occupancy and staff limits.
- The use of the Magnus Health kiosk will be temporarily discontinued for sanitary purposes and ASM staff will log all treatments to promote good record keeping and contact tracing.
- Telemedicine should be utilized, whenever appropriate.
- All patients and staff should be screened for COVID-19 and other illness symptoms and have their temperature taken, preferably with infrared or laser prior to entering the ASM office.
- Patients who present with illness should not be allowed to enter the ASM office and protocols should be developed for prompt triage with Adrian Health Clinic.
- Peak flow measurements and intense exercise should not occur within the ASM ATR in order to limit generation of aerosols.
- Visitors and accompanying guests will not be allowed in the ASM office.
- Ice bags, hot packs, and rehabilitation equipment will no longer be self-service items.

- Unscheduled preventative care, such as stretching and taping, will occur in locations outside the ASM training room, such as a gym or practice field, in order to limit the risk of facility contamination.
- Specific hours for evaluation/treatment/rehabilitation outside of practice and competition hours should be used in order to ensure that ASM providers and facilities are able to respond to emergent needs and prophylactic treatments surrounding practices and competition while maintaining sanitation and distancing standards.

It must be recognized that these changes will limit the ability of ASM to care for patients in the way that they may be accustomed to receiving care. It should also be noted that some of these restrictions will limit the number of patients ASM can care for and/or the scope of care that ASM is able to provide. Additional referrals to off-campus health care providers may be necessary in order to meet appropriate standards of care.

Facility Considerations

- Offices should be decluttered to promote easier sanitation and distancing. In general, office use should be limited to only the individual assigned the specific office.
- Treatment tables must be spread apart to allow for 6 feet physical distancing between players.
- Signage should be placed throughout the ASM office to educate users regarding COVID-19 precautions and promote principles of sanitation and physical distancing.
- Adequate access to alcohol-based hand sanitizers must be present at the entrances and exits and in treatment areas.
- Hot pack covers must be washed between patients or wrapped in a clean towel and put in laundry
- Other treatment modalities, such as GameReady, Normatec and ultrasound should be sanitized between patients.
- Whirlpools must be drained and sanitized between patients.
- The ASM office should always remain locked when it is not staffed in order to ensure sanitation.
- Magazines, television remotes, etc. will be removed from patient areas.
- Personal items such as coats, backpacks, etc should be left outside of ATR.
- No consumption of food or beverages will be allowed in treatment areas.
- There must be strict enforcement of policy regarding loitering.

It must be recognized that these changes may limit the ability of ASM to care for patients in the manner that they may be accustomed to receiving it or a patient's desire to receive specific care.

Operational Sanitary Considerations

Due to necessary changes in sanitation, the following steps must be taken to ensure proper sanitation of equipment:

- Shared water bottles will no longer be allowed, and each individual student-athlete should report to campus with their own water bottle.
 - Water bottles should be washed outside of the ASM office to limit traffic in the ASM Athletic Training Room.
 - AC Athletics should consider opportunities to place water bottle washing and filling stations outside of the ASM office.
- If cups are used, they should only be used once and then disposed of in a trash receptacle.
- Trash receptacles must be present at every athletic venue and should be emptied daily.
- First aid kits must be wiped down/sanitized after being deployed for practice or competition.
- Coolers must be sanitized, inside and out, after each use.
- Coolers may no longer be borrowed for events outside of practice or competition.
- Hydration stations may be used, but only for filling water bottles and not for drinking. Individual sprayers and lids should be sanitized daily and pumps, lines, etc. should be sanitized weekly. AT's will refill water bottles to reduce touch points.
- John Deere should be sanitized before each use.
- All laundry should be done daily.

Administrative/Staff Considerations

- Quantities of personal protective equipment should be monitored to ensure protection of all staff and patients. If personal protective equipment supplies run low, temporarily stopping operation of CSM must be considered for the protection of staff and patients.
- Staff who are ill or present with a temperature during pre-work screenings should not report to work.
 - They should also report their condition to AC following general AC protocols and only return to work when cleared to do so.
 - Staff who become ill will significantly reduce the work capacity of ASM and, depending on exposure, may require self-isolation of other staff as well.
- Staff should be educated and knowledgeable about COVID-19 symptoms, transmission, and protocols.

- Necessary patient care and facility considerations will inhibit the ability of ASM to care for the numbers of injuries sustained by AC student-athletes. This may be further inhibited if ASM staff needs to be involved in regular screening or testing related to intercollegiate athletics. AC should consider taking steps to reduce the number of injuries that could occur. This could occur through:
 - Limiting injury exposure through fewer non-traditional practices, fewer contact/live drill situations in practices, or reducing the number of games.
 - Decreasing overlap between sports and/or seasons
 - Promoting better conditioning of student-athletes prior to the start of the season.
 - Encouraging coaches to adapt practice plans to reduce risk and promote self care and prevention strategies.
- Student-employees may be helpful in achieving necessary sanitation levels as well as maintaining daily operations.
- Additional referrals to outside health care providers may be necessary to ensure appropriate standards of care for injured student-athletes.

It should be recognized that the health and wellbeing of the ASM staff must be preserved throughout and protected as losing staff would have detrimental impacts on student-athlete health and safety. Staff members will likely be asked to work long hours, under pressure, and with risk of infection. Recognition of the signs and symptoms of burnout and provision of support by AC administration is essential.

Pre-Participation Exams

During the COVID-19 pandemic, changes may be made to the *Adrian College Athletics Pre-Participation Exam Policy* to help accommodate necessary sanitation and physical distancing. These changes should be considered temporary and, in all circumstances, the health and wellbeing of the student-athlete and ASM staff should be paramount. Because of this, the following changes will be enacted:

- A COVID-19 history form will be added to the pre-participation forms for incoming and returning student-athletes to help inform ASM of related health concerns. Additional screening for COVID-19 will be required once student-athletes report to campus.
- All incoming student-athletes will be encouraged to schedule a sports physical on their own prior to reporting to campus.
 - They should use the ASM forms and have their physician sign them.
 - The forms should be uploaded onto the Magnus Health Portal.
 - ASM should review all forms carefully, paying close attention to health histories and physician exams and bring any concerns to the attention of the AC team physician.

- Any concerns will be evaluated by the AC team physician prior to clearance for participation in official team activities.
- Any incoming student-athlete who is unable to secure an off-campus physical will be required to receive an on-campus physical or one from the team physician's office prior to any official athletic participation.
- The acceptable date for a current year physical this year is August 1, 2020.
- Anyone with a significant Upper Respiratory illness (COVID confirmed or not), from January to August 2020, gets an EKG and cardiopulmonary exam before sport clearance.
- Returning student-athletes will completely update their magnus health portal prior to returning to campus.
 - This will include COVID-19 screening form, update vital health record, insurance card, Adrian College Secondary Insurance Form and assumption of risk.
- Baseline concussion testing will still need to be completed by all incoming student-athletes and by those returning student-athletes who have concussion histories warranting re-testing, following the Adrian College Athletics Concussion Policy.
 - BESS testing will occur in a space that allows for proper social distancing.
 - SCAT 5 testing:
 - Will occur in a quiet space that allows for proper social distancing
 - Will occur on a scheduled one on one basis

Coaches should expect that some student-athletes may be cleared for participation on different timelines due to the complexities of each individual situation.

Return-to-Exercise and Sport after COVID-19 Diagnosis

COVID-19 has been associated with significant mortality and morbidity, including adverse sequelae. Due to the novel nature of the virus, there is little data available to determine criteria for individuals who have been infected to receive medical clearance to return to exercise and sport so recommendations may change over time. Any student-athlete diagnosed with COVID-19 must provide written clearance for resumption of activities by the AC Team Physician prior to returning to AC Athletics. This clearance is additional to the general clearance for return-to-campus, required for general students, faculty, and staff. After clearance to return to physical activity following COVID-19 diagnosis, individuals will return to play following the COVID-19 Return-to-Play Algorithm for Competitive Athlete and Highly Active People from the Journal of the American Medical Association.

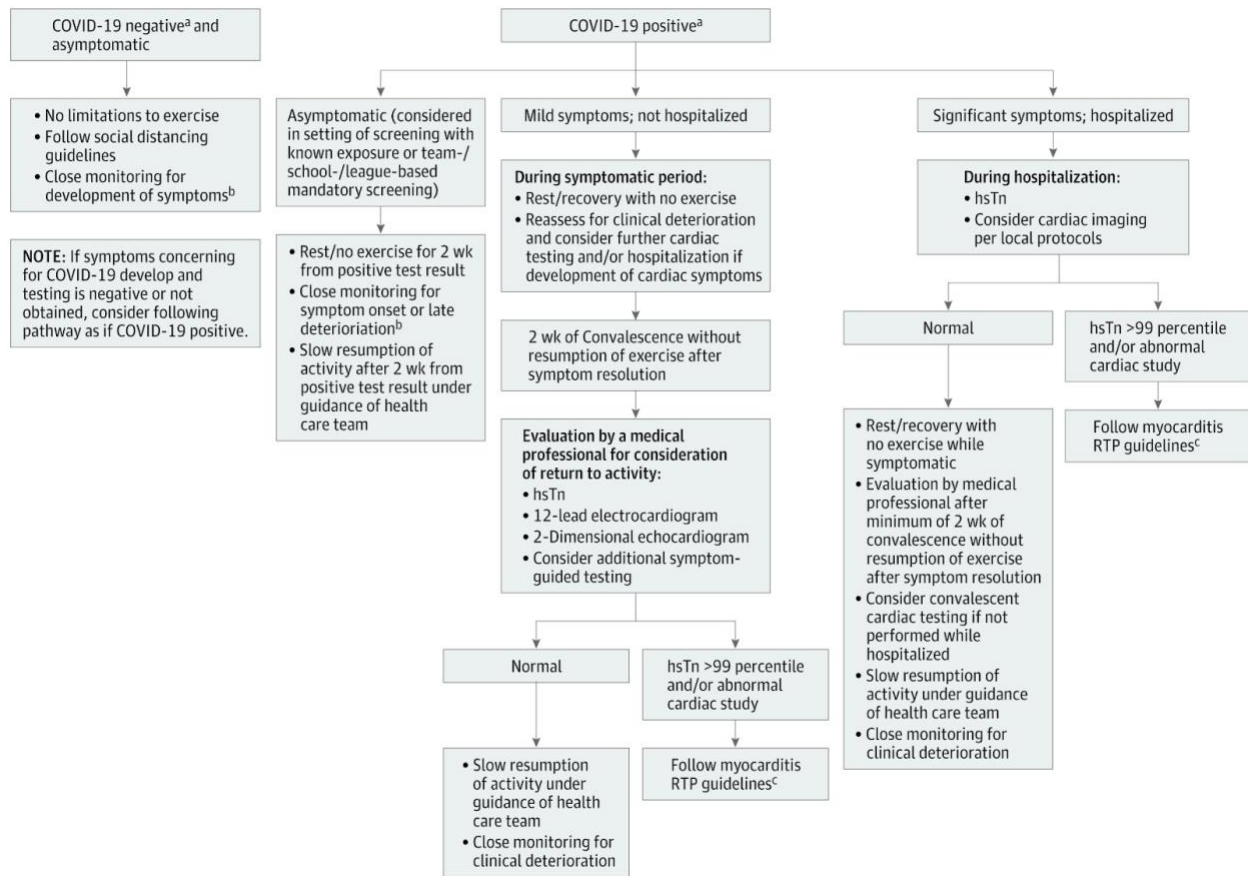


Figure 1 - Image taken from: Phelan D, Kim JH, Chung EH. A Game Plan for the Resumption of Sport and Exercise After Coronavirus Disease 2019 (COVID-19) Infection. *JAMA Cardiol*. Published online May 13, 2020.

doi:10.1001/jamacardio.2020.2136.

Vulnerable Athlete

Defined as: Vulnerable populations include individuals with serious underlying health conditions such as high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised, such as chemotherapy.

1. The vulnerable athlete will be handled on a case by case basis by the institution's team physician.
2. The medical staff will follow recommendations regarding appropriate progressions and clearance of these students-athletes by each institution's team physician following appropriate and current medical recommendations, after considering each unique set of circumstances.

Sport Classification Update

The categorization of sport risk was previously noted in the [Action Plan](#) document and is based on consensus from the NCAA COVID-19 Advisory Panel and the AMSSM COVID-19 Working Group and on the probability and significance of respiratory droplet spread during vigorous exercise when physical distancing and masking are not applied or are not possible. Importantly, the sport classification refers to sport-specific training and competition and not cross-training or other aspects of training. For example, swimming is a low contact risk sport, but dry land training activities such as trampoline, stretching, and tumbling may be associated with higher risk activity if risk-mitigating strategies noted above are not in place.

The risk assessment has now been updated below to include all NCAA-sponsored sports, including both winter and spring sports. Importantly, this risk assessment differs from the National Federation of State High School Associations and the United States Olympic and Paralympic Committee and also may differ from state/local risk categorization guidance.

- **Low contact risk:** bowling, diving, equestrian, fencing, golf, gymnastics, rifle, rowing (single), skiing, swimming, tennis, track and field.
- **Medium contact risk:** acrobatics and tumbling, baseball, beach volleyball, cross country*, field hockey, lacrosse, rowing (skulls 2+ more), soccer, softball, triathlon*, volleyball (masked).
- **High contact risk:** basketball, football, ice hockey, rugby, squash, volleyball (unmasked), water polo, wrestling.

** The level of risk in cross country, track and field and triathlon are dependent upon the student-athlete's proximity to other unmasked individuals. For example, the start or finish of a race may involve a group of athletes who are breathing heavily in a group space with a breakdown in physical distancing.*

Low Contact Risk and Medium Contact Risk Sports

If a team in a low contact risk or medium contact risk sport can successfully implement physical distancing and universal masking practices during all sport activities, then the risk of potential spread related to those sports will decrease. This becomes an important consideration as schools evaluate risks related to competition with other member schools and make decisions about how to employ testing resources and strategies. **In any low contact risk or medium contact risk sport or other scenario where appropriate physical distancing and universal masking practices cannot always be maintained, schools should consider necessary testing strategies and protocols to mitigate community spread of COVID-19.** Testing protocols should address student-athletes and all “inner bubble” personnel including coaches, medical staff, officials and other essential personnel who are at high risk of exposure. Two examples of possible testing protocols are provided below:

- **Scenarios Presenting Medium Contact Risk:**
 - Diagnostic testing upon arrival to campus.
 - During summer athletic activities and out-of-season athletic activities: surveillance testing in conjunction with a university plan for all students, plus additional testing for symptomatic and high contact risk individuals.
 - During in-season (preseason, regular season and postseason): surveillance PCR or antigen testing, for example, 25%-50% of athletes and Tier 1 personnel every one to two weeks if physical distancing, masking and other protective features are not maintained, plus additional testing for symptomatic and high contact risk individuals.
 - If travel cannot take place with physical distancing and masking, then PCR testing within three days before travel departure, or antigen/rapid PCR testing within one day before travel for away competitions.
 - Symptomatic testing and high-contact risk testing as appropriate.
- **Scenarios Presenting Low Contact Risk:**
 - Diagnostic testing upon arrival to campus.
 - During summer athletic activities and out-of-season athletic activities: surveillance testing in conjunction with a university plan for all students, plus additional testing for symptomatic and high contact risk individuals.
 - During in-season (preseason, regular season, postseason): symptomatic testing and high contact risk testing thereafter.

High Contact Risk Sports

Because it is highly unlikely that physical distancing and universal masking can always be maintained during practice and competition in high contact risk sports, schools should consider necessary testing strategies and protocols to mitigate community spread of COVID-19. Testing protocols should address student-athletes, plus all “inner bubble” personnel (coaches, medical staff, officials and other essential personnel) for whom physical distancing, masking and other protective features are not maintained.

For high contact risk sports teams returning to campus and engaging in voluntary and required summer athletic activities and out-of-season athletic activities, schools should contemplate initial testing upon return. Further, schools should consider surveillance testing every two weeks thereafter during voluntary and required summer athletic activities, as well as out-of-season athletic activities for all student-athletes and “inner bubble” personnel if physical distancing, masking and other protective measures are not maintained. For high contact risk sports that are in-season (preseason, regular season, postseason), weekly surveillance testing should be performed for student-athletes, plus “inner bubble” personnel for whom physical distancing, masking and other protective features are not maintained. (See Table 1 below for graphic summary.)

- **Scenarios Presenting High Contact Risk:**

- During out-of-season athletics activities: surveillance PCR or antigen testing, for example, 25%-50% of athletes and Tier 1 personnel every one to two weeks if physical distancing, masking and other protective features are not maintained, plus additional testing for symptomatic and high contact risk individuals.
- Preseason: Testing of athletes and Tier 1 nonathlete personnel once weekly by PCR testing, or three times weekly by antigen testing.
- Regular and postseason, **outdoor sports:** Testing of athletes and Tier 1 nonathlete personnel once weekly by PCR testing (within three days before the competition), or three times weekly by antigen testing.
 - If travel cannot take place with physical distancing and masking, then PCR testing within three days before travel departure, or antigen/rapid PCR testing within one day before travel for away competitions.
- Regular and postseason, **indoor Sports:** Testing of athletes and Tier 1 nonathlete personnel three times weekly on nonconsecutive days, beginning one week before the first competition. If all training and competition are done with universal masking and adherence to infection risk mitigation, then testing in a manner consistent with outdoor high transmission risk sports.

- If travel cannot take place with physical distancing and masking, then PCR testing within three days before travel departure, or antigen/rapid PCR testing within one day before travel for away competitions.

Updated Competition Considerations

With respect to competition with other schools, athletics departments should consider how best to secure reasonable assurance that the same risks have been adequately considered and addressed by the other team. Schools should consider how to share testing results and related safety assurances to opposing teams before the start of an event in a manner consistent with applicable health information and education privacy laws. Further, in conjunction with local public health officials and contact tracers, schools should have in place a mechanism for notifying other schools should an athlete from one team test positive within 48 hours after competition with another team.

Pre-Competition Testing

School and conferences should contemplate pre-competition testing protocols that include all high contact risk student-athletes and officials, plus Tier 1 personnel for whom physical distancing, masking and other protective features are not maintained. Schools should plan to secure the resources necessary to both perform the tests and to manage the details related to any positive results. In addition to general health and safety risks related to potential disease spread, the complexities related to pre-competition testing should encourage schools to limit the number of Tier 1 individuals involved with each competition.

For all high contact risk sports, protocols should be contemplated that include testing of student-athletes within 72 hours of competition for football and within 72 hours of the first of the week's set of games for other high contact risk sports. Officials in football and basketball, due to their close contact with athletes, should also be tested weekly. Athletes must continue all infection risk mitigation behaviors after testing.

If PCR testing cannot be performed within 72 hours of competition, then the competition should be postponed or canceled, or an alternative plan for testing should be developed and agreed upon. This should include consultation with conference and local health officials before implementation. If an alternative, agreed upon testing strategy results in a lower sensitivity test result, repeat testing before competition should be considered to mitigate false negative results.

Clinical-Based Testing and Isolation

In addition to routine surveillance and pre-competition testing, schools and conferences should contemplate protocols that include clinical evaluation for student-athletes and/or other athletics personnel who develop COVID-19 symptoms after pre-competition testing, including testing for the presence of the virus. If a student-athlete or staff member becomes symptomatic between testing and competition, protocols should be considered that include isolating the student-athlete or staff member until repeat results are available, in each case in a manner consistent with applicable state, local and institutional recommendations.

Game Officials

Officials and referees may operate in proximity to student-athletes and school personnel during or as part of competition events. As a result, they may create risk for these individuals, and may also be at risk for contracting the disease from student-athletes. Athletics departments should consider how best to plan for and address these additional risks. For example, schools should consider the implementation of appropriate distancing and masking practices, as well as the use of [electronic whistles](#), and should consider how best to ensure that officials are aware of any other competition-specific practices or expectations that will be implemented for risk mitigation purposes (for example, teams not swapping benches between periods). Note: Officials and referees in football, ice hockey, basketball, wrestling, and home plate officials in baseball and softball would be considered part of the Tier 1 of personnel deemed essential to the conduct of competition for purposes of pre-competition testing as noted above. Additional considerations also may need to be given to logistical issues, such as locker room and hospitality facilities typically used by officials and referees, and ingress and egress strategies to competition venues.

Universal Masking

As part of agreed-upon competition protocols, schools and conferences should contemplate universal masking for all coaches and other personnel who are present at the event. This can help prevent the unwitting spread of infection to others with whom they may have close contact, especially when talking at a close physical distance as is so common on the sidelines or bench area. Similarly, because wearing a mask/cloth face covering/face shield will not adequately protect a coach from infection by an infectious athlete, schools and conferences should contemplate a policy of universal masking for all student-athletes when they are not playing and when they move from the court/field to the sidelines for timeouts or between-period strategy discussions.

Team Travel

Public travel poses logistical challenges related to potential exposure and appropriate risk mitigation. Schools should continue to evaluate the current data regarding risks related to commercial plane and other travel, and travel protocols should be considered that include physical distancing, as possible, and universal masking for all individuals traveling with others by private car, van, chartered bus or chartered plane. Schools should also plan for proper communication of all travel rules, protocols and expectations to everyone in the travel party. When feasible, schools should aim to travel and play the same day to avoid overnight stays. For overnight stays or same-day travel, prepackaged meals or room service should be considered. If restaurant dining is the only option, consider take-out food or outdoor eating as preferable alternatives.

Fall Team Check in

- 1) Athletes will be notified by Sport Coaching staff to report at specific times, in groups of 10 for following current NCAA, NATA and ACHA guidelines.

- 2) We ask that parents drop their Athletes off at the front of the prescribed drop off area for your team. The team Personnel will be waiting for them at the door to check each athlete into their dorm area. Due to trying our best to keep areas sanitized for the athletes we are asking parents limited access to the dorm area. Move in essential items and depart shortly thereafter to ensure safety for all involved.

- 3) All Athletes will fill out CoVid19 questionnaire and have their temperature taken. Anyone with a temperature of 100.0 degrees or higher will be referred to the health center for follow up.

- 4) Athletes will then report to designated meeting areas for individual sport check in with Adrian medical Staff and Coaches.

Practice procedures – Note these could vary a little by sport with consultation with Adrian medical staff and Athletic Director approval.

PHASE 1 (Allows for under 10 athletes) – Locker Rooms closed during this phase – Helmets for football at some time during this phase

1) All Athletes will fill out CoVid19 questionnaire and have their temperature taken before every practice. The College personnel (Coach, Athletic Trainer, Safety Officers) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be referred to the health center for follow up.

2) Athletes will be divided by coaches into groups of no more than 10 athletes in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session. **A schedule will be sent out communicating all scheduled times for each group to report for practice by respective Head Coaches.** Athletes, coaches and team personnel will practice social distancing while gearing up for practice- maintaining 6 feet distance from each other. Once athletes are in the practice area, they will not have physical contact with each other. Athletes will work on skills and drills that do not require them to have contact with each other. Athletes and coaches will maintain social distancing for the duration of the practice. Once a group is finished practice, we ask that all athletes from that group go directly to the locker room area or their next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle 4 -5 of these types of groups. Once practice is completed athletes are to go to the locker room and change (or change shoes in general area then back to dorms). There should be no loitering in locker (general common) room areas.

3) During any breaks or changes in sessions, the implements should be wiped down. In this phase soccer players should keep ball drills to the feet only. No sharing of balls during this phase for volleyball.

4) Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE's if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.

5) Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any

down time, breaks or instructional periods during practice.

6) We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

PHASE 2 (allows for under 50 athletes) – Phased in Locker Room usage - Add shoulder pads in week two of this phase under strict limited contact.

1) All Athletes will fill out CoVid19 questionnaire and have the temperature taken before every practice. The College personnel (Coach, Athletic Trainer) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100 degrees or higher will be referred to the health center for follow up.

2) Athletes will be divided by coaches into groups of no more than 50 athletes in any group based on current guidelines. Athletes will report at their groups' time to enter athletic areas and will leave the area immediately following their practice session. **A schedule will be sent out communicating all scheduled times for each group to report for practice by respective Head Coaches.** Athletes, coaches and team personnel will practice social distancing while gearing up for practice- maintaining 6 feet distance from each other. Once athletes are in the practice area, they will not have physical contact with each other. Athletes will work on skills and drills that do not require them to have contact with each other. Athletes and coaches will maintain social distancing for the duration of the practice. Once a group is finished practice, we ask that all athletes from that group go directly to the locker room area or their next phase of that team's workout. This will allow for the next group to enter the practice area. Large areas like the stadium could handle 4 -5 of these types of groups. Once practice is completed athletes are to go to the locker room and change (or change shoes in general area then back to dorms). There should be no loitering in locker (general common) room areas.

3) During any breaks or changes in sessions, the implements should be wiped down. In this phase for example soccer players should keep ball drills to the feet only. Volleyball may use balls at this time but will be required to wear masks during drills.

4) Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all

breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.

5) Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any down time, breaks or instructional periods during practice.

6) We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

PHASE 3 (allows full team gatherings) – full gear for all teams

1. All Athletes will fill out CoVid19 questionnaire and have their temperature taken before every practice. The College personnel (Coach, Athletic Trainer, Safety Officers) will take the temperature of all Players before entering Athletic Areas. Coaches and Team personnel will also get their temperatures taken before entering the practice areas. Anyone with a temperature of 100.0 degrees or higher will be referred to the health center for follow up.
2. Full practice sessions can be utilized under a normal condition.
3. Athletes, Coaches and Team Personnel are required to use good hygiene before, during, on any and all breaks, as well as after practice sessions. Coaches are required to wear masks (Other PPE if needed) at all practices and while in any athletic venue/ building. Athletes are required to wear masks when not actively participating.
4. Water breaks - Athletes are required to bring their own water bottles. Water bottles can be filled at the water stations provided by the Adrian Medical staff. Social Distancing should be maintained during any down time, breaks or instructional periods during practice.

5. We will also be following any other measures that the Athletic Medical Staff will require us to take to ensure everyone's safety. We will communicate those requirements, if any, as we go through practices.

***These recommendations are based on recommendations for social distancing from the CDC, NCAA, ACHA and NATA. Thank you for your cooperation in helping to keep everyone safe. We appreciate you. We will be in touch with any updates.

General Athletic Notices

Staff

- Conduct formal training for all staff, coaches, instructors and volunteers on new procedures and protocols.
- Post a checklist for them to follow.
- Monitor staff health.
- Do not permit any staff to work with any symptoms or contact with COVID-19 in the past 14 days.
- Keep meticulous logs of users by date/time in case of need for contact tracing.
- Plan for increased levels of staff and volunteer absences.

Merillat (Performance and Blue Gym)

Entrance to the gym

- All athletes and coaching staff will enter the gym from the lobby doors.
- Please refrain from loitering and maintain social distancing when possible in the lobby area. Masks should be worn upon entrance to the facility.
- There will be extra bleacher space to maintain social distancing, put your belongings, and prepare for practice.
- Utilize this space only!

Exiting the gym

- All athletes and coaching staff will exit the gym through the north doors of the gym.

- Masks should be worn when exiting the gym.
- Please maintain social distancing and keep loitering to a minimum.

Practice Scheduling will allow social distancing and proper cleaning between practices

- Will need a practice schedule for volleyball for preseason and then when classes start.
- Will need a workout schedule for men's and women's basketball once classes start.
- Gym will remain closed at all times between practices.
- Coaching staff needs to make sure the gym is secured.
- After practice teams will have 15 minutes to clear the area and disinfect any equipment that was used. Including the bleacher seats that were used.
- No loitering to enable the next session to begin on time.

Athletic Training Room

- See enclosed procedures for pre and post practices/games.

Locker Rooms

- Will remain closed at this time.
- Until we reopen locker rooms, please change in your dorm room before coming to the facility.

Weight Room

Hours of operation - (If allowed by local government recommendations)

1. 6 am - 11 am -Team lifts by appointment
2. 11 - noon Cleaning
3. noon - 1:30 Open (limited to % of occupancy stated by local government)
4. 1:30 - 2:30 Cleaning
5. 2:30 - 5:30 pm Team lifts by appointment
6. 5:30 -6:30 pm Cleaning
7. 6:30 - 11 pm open lifting (limited to % of occupancy stated by local government)
8. 11 pm closed for overnight cleaning.

**Please try to keep your workout to 45 minutes to help provide for many others to utilize the facility.

**Due to restrictions we are asking for no loitering in any public areas. Come in and move right to your work out.

** Masks should be worn in public entrance and exit areas.

Facilities Cleaning

- Adequate cleaning schedules should be created and implemented for all athletic facilities to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, weight and fitness equipment etc.).
- Participants should be wiping down thoroughly weight/fitness equipment before and after an individual's use.
- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.
- Any equipment vinyl coverings should not have any holes or exposed foam. If this is noticed, please notify weight room workers immediately. Weight room staff will have the pad reupholstered.
- Locker Rooms, sauna and steam rooms will be closed until further notice on the general public and Athletes.
- Water fountains can be used for sensor bottle fill up. The other part of the fountain should not be used.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Traffic Flow

- Everyone must follow the directions in and out at all times
- Open Student times - use main entrance - When work out is completed please exit out the middle door off the weight room area.
- If a restroom facility is needed please exit the right hand door and return through the right hand door when re-entering.
- Athletic Team lifts - Will meet Coach/Weight staff at the west end(Turf room entrance)
- Coach/Weight staff will let teams in through double doors at lift time.
- If a restroom facility is needed please exit the main doors(right hand door) and return through the right hand door when re-entering.

- When the team lift is completed and the weight room is cleaned, please exit through the middle door off the free weight area.
- Once you leave the facility you have to re-enter through proper entrances. Note: you could be limited out depending on % occupancy allowed by the local government.
- Social distancing of 6 feet needs to be maintained while using equipment. Therefore there may be some machines not in service to adhere to this policy. When in doubt keep an open machine between all participants.
- Please for the safety of all - we ask that you do not bring any non essential items that the workout gear that you are wearing.
- EVERYONE should bring their own water bottles -Water fountains can be used for sensor bottle fill up only.

**Due to restrictions we are asking for no loitering in any public areas. Come in and move right to your work out.

** Masks should be worn in public entrance and exit areas

Stadium

Team entrance and exit

Football will enter and exit the stadium through the main gates of the stadium. This will include gaining access to the locker room.

M/W soccer will enter the stadium through the north service drive. This will include gaining access to their locker room.

Practice sessions

Sessions should maintain social distancing when not engaged in team oriented drills

Coaches and other staff will maintain wearing face masks when in sessions. Or where social distancing can not be maintained

Follow athletic training policies on hydration on the field. Everyone should have their own water bottle clearly marked with their name. Athletic Training Staff will assist in re-filling of the water bottles.

After practice teams will have 15 minutes to clear the field and disinfect any equipment that was used. No loitering to enable the next session to begin on time.

Locker rooms

Once teams are completed with a session they will exit their locker rooms through the designated exit area.

Social distancing should be observed in locker rooms. Athletes should wear masks upon departing locker room areas..

Athletic Training room

You will follow all guidelines under that heading in this document.

Baseball complex and Hitting Facility

Use of the Locker Room before and after practice.

Entrance of the Locker Room

- All athletes will enter thru the door from the 3B side of the stadium thru the player's lounge area.

Use of the Locker Room

- We will be staggered prior to practice to allow for social distancing. The Locker Room is effectively designed for about 10 players at a time to change for practice. We will stagger practice times by groups. (example pitchers report to practice at 2pm, Outfielders at 2:20, Infielders 2:40, Catchers at 3:00). Please keep loitering to a minimum in the locker room and dugout areas. Masks should be worn in Locker room and dugout areas.
- Adequate cleaning schedules should be created and implemented for the baseball facility to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, etc.).
- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.
- Water fountain can be used for sensor bottle fill up. The other part of the fountain should not be used.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Exiting the locker room

- Exiting will take place from the door within the dugout thru the field to the parking lot.

Athletic Training Room at the Baseball Stadium

Entrance to the training room

- All athletes and staff will enter the training room via the door by the women's bathroom.

Use of the training room

- We will be limited to 2 players at a time to adhere to social distancing. Needs after practice of ice and ice bags will be done in the dugout to control traffic into the training room. Please limit any loitering in this area and Masks are required..

Exiting the training room

- All athletes will exit thru the door on the field side of the training room.

Practice Scheduling to allow for Social Distancing

- Practices will be staggered starting times by position to allow for proper flow of players to maintain social distancing.
- Typical Staggered Practice – 50 players

2:00pm – Pitchers report	2:20 Pitchers practice starts	4:20 Pitchers practice ends
2:20pm – Catchers report	2:40 Catchers practice starts	4:40 Catchers practice ends
2:40pm – Outfielders report	3:00 Outfielders practice starts	5:00 Outfielders practice ends
3:00pm – Infielders report	3:20 Infielders practice starts	5:20 Infielders practice ends

Entrance to the Hitting Facility

- All athletes and staff will enter the building from the parking lot door. Please keep loitering to a minimum in this area. Masks should be worn in hitting the facility on entrance and exit. (changing shoes). Please avoid bringing extra equipment into the facility.

Use of the Hitting Facility

- Only one team will be allowed to practice at a designated time. Once that time is completed, the facility will be properly disinfected by the coaches of the team using it prior to their departure from the facility.
- Typical Practice Schedule:

2-4pm	NCAA Softball
4-4:30	Time for cleaning and disinfecting facility
4:30-6:30	NCAA Baseball
6:30-7	Time for cleaning and disinfecting facility
7-8	Club Baseball Practice
8-8:30	Time to cleaning and disinfecting facility
8:30-9:30	Club Softball Practice
9:30-10	Time for cleaning and disinfecting facility

Exiting the Hitting Facility

- All athletes and staff will exit using the doors on the baseball field side on the building.
- When possible the overhead doors will be open to allow proper ventilation of the facility.
- Dugouts, Bathrooms, Locker Room and Lounge areas will be cleaned and disinfected daily.
- Use of these facilities will be limited to the proper players and staff, when possible.
- Hand Sanitizers units will need to be installed in Bathrooms, Locker Room, Dugouts and Hitting Facility.

Lookouts Practice Times

- Lookouts will be allowed to use the facility at designated times but will also follow all social distancing rules and cleaning policies adhered to by Adrian College Athletics.

- Lookouts will be allowed 1 team per practice time. The players and coaches are the only people allowed within the building. Parents and siblings are not to attend practices.
- All coaches and players will adhere to NCAA and or Adrian College guidelines for testing prior to practices. Self-checks and temperature checks.
- Cleaning will take place in between practices. There will be a designated time for cleaning and team exit and entering for practice.

Softball Facility and Locker Room

Locker Room

- Due to the size and only one entrance to the locker room, there will need to be staggered practice times to limit the number of players entering and leaving the locker room in a given time frame. .By staggering practice, it will allow for small groups on the field for social distancing standards.
- Adequate cleaning schedules should be created and implemented for the softball locker facility to limit any communicable diseases.
- Prior to an individual or groups of individuals entering the facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture, lockers etc.).
- Participants must be encouraged to shower and wash their workout clothing immediately upon return to home.
- Water fountain in the hallway should not be used as it does not have a bottle fill up station on it.

* Locker rooms will be used by Athletic teams for changing only to start the year.

Example:

Infielders	report 2pm	practice at 2:20	end practice at 4:20
Outfielders	report 2:20pm	practice at 2:40	end practice at 4:40
Pitchers and Catchers	report 2:40pm	practice at 3	end practice at 5

Track, Tennis and Practice Fields

All of these facilities are outdoor facilities with no locker rooms or indoor facilities.

Practice Social Distancing and limit the number of student-athletes for practice times.

Tennis – Two players per court, if possible leave a court open between players. If needed stagger practice times for the men's and women's teams. Practice social distancing standards when not in a drill.

Track – Stagger practice times for track usage. Practice sprinters separate from distance runners. Field events will be separated away from runners. Use all lanes of the track, leave every other lane open if possible. Practice social distancing standards when not involved in activity.

Practice Fields – Football, Soccer, Lacrosse and Rugby will utilize all 3 fields if possible leave the middle field open. There is great space in the practice area, use all the areas with space in between all groups. Practice social distancing standards when participants are not involved in activity.

Ice Area Safety Protocols

Use of the Locker Room before and after practice.

Entrance of the Locker Room

- Specific entrances/exits are to be utilized depending on which team the athlete or staff member is associated with. This is important in order to reduce traffic and help to limit contact tracing numbers.
- All women's team members will use the front/main entrance to the AIA.
- All men's team members will use the back door, located near the Zamboni bay.

Use of the Locker Room

- A maximum of 10 athletes will be allowed into locker room space at any one time. As the State protocols are lifted this will change with those protocols.
- A limited number of athletic department staff (one AT, one S&C coach, one coach, or one equipment manager) will also be allowed into the facility to assist athletes. No other athletic department staff will be allowed to have close contact or in-person interactions with athletes.

General Common area guidelines

- Athletes/staff are not permitted to Loiter in any area outside of their specific dressing room/Offices.
- Loitering should be limited to necessary discussion only. Staff is allowed to meet with no more than two athletes at one time, and no more than a group of four (including an additional staff member) in the office areas of AIA.
- Meetings may only happen if social distancing guidelines can be followed.
- Group meetings of 6-10 may happen in the lobby of AIA only with social distancing required.
- Meetings of this nature must be scheduled through a Google document issued by AIA rink director.

** Masks must be worn in all common areas as you enter and exit into the arena.

On ice Training activities

- On-ice activity: Up to 10 athletes may be on ice at the same time. Could do to groups with one group at each end of the ice.
- Off-ice activity: Players may use exercise and weight room equipment see weight room team lift guidelines.
- Athletes must remain at least 6 feet apart from other athletes and any staff. Where social distancing is impossible, athletes and staff must wear face masks (except when exercising).
- **All hockey athletes must wear a full face shield. Half visors and wire/cage facial protections is unacceptable.**

** Masks must be worn by coaches during all team practices.

Arrington Ice Arena Facility Cleaning and Disinfection

- All teams must comply with rigorous hygiene, cleaning and facility disinfection standards. Team facilities must be cleaned prior to reopening, between small group training sessions, and at the end of the day. Equipment must be cleaned between each Player usage.
- Each team will be allotted a specific laundry time and only one person should be designated per team per day. The laundry room door must remain shut and the room is limited to just one person at a time.
- Shower rooms will be available with no more than two athletes at one time.
- All athletes need to have their own water bottle with their name on it. Sharing water bottles is not acceptable.

- During the pre season phase player benches are not to be used other than to store water bottles. Spare sticks are to be left in the dressing room.
- Ice cut times will be extended to 20 minutes, which will include time for an AIA staff member to disinfect the player benches (specifically, the dasher ledge, bench itself, and all gate handles and ledges before the next session can begin.

Use of the training room

- Ice arena athletes will only use the AIA facility on an appointment basis.

Public activities - learn to skate- youth hockey - adult leagues

Manage Participants

- Limit group sizes with each participant having one guest bring them to any activity.
- This may affect how many people are allowed in the facility or on the ice at one time.
- Follow traffic flow plan that directs participants through the facility
- Participants are required to come dressed and prepared to enter the ice after putting on skates
- . Strongly consider not having any beginner participants until physical distancing restrictions have been eased.

Tools of the Trade

- Strive to have all rental equipment cleaned and disinfected between usage.
- Skaters who require a helmet should bring their own.
- Personal items, such as extra bags should be left in the car.

Pre-Planning

- Time block and map out hypothetical situations to ensure you've adequately planned for procedures related to arrival, pre-lesson preparations, on-ice lesson, post-lesson wrap-up, and departure.
- Avoid overlaps in audiences.
- Allow time to disinfect lobby areas, bathrooms, tops of dasher boards and rental equipment between sessions.
- Utilize online payment/registration systems. Take payments over the phone if necessary.

- Expand registration process to include rental skate information.
- If skaters need rental skates, have them set aside and ready upon arrival. Do not take personal shoes for collateral for the skates.
- If sessions are generally very crowded, consider removing free-skate/practice time at the end of classes or adjusting session times to ensure that students and instructors can maintain a 6-foot distance at all times

Prepare for Arrival

- Stagger arrival times or use separate entrances for arrival and exit - use back doors to exit when sessions run back to back.
- If limiting entrances, make sure you are following local fire department regulations.
- If staggering classes, be sure to post the staggered class schedule in multiple areas and strictly adhere to your schedule.
- If seating is generally very close together, use social distancing where appropriate.

During Classes

- Have skaters enter the ice at staggered times or separate entrances.
- Have instructors/coaches adjust lesson plans to keep skaters 6 feet away from each other.
- Have skaters exit the ice at staggered times or use separate entrances.

After Class

- No loitering - skaters have to pack up and exit the facility within 15 minutes of the end of a session.
- Communicate verbally and with signage.
- Consistently enforce time limits.
- Lobbies should not allow groups of skaters or family members to linger.

Human Resources

Adrian College (hereinafter “College”) takes the health and safety of our employees seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, the College must remain vigilant in mitigating the outbreak. The College is a proud part of the education industry, which many have deemed “essential” during this Declared National Emergency.

Guiding Principles & Goals

Our goal is to ensure the safety, health, and well-being of all employees. Provide employees with the education and training needed to work in a collegiate environment during this pandemic. Mitigate the risk that employees become a conduit for spread of the virus. Adapt the work environment, workflows, meetings, and congregating spaces to mitigate virus transmission and assure college operations. Provide employees with protocols and necessary equipment to reduce exposure and work safely.

In order to be safe and maintain operations, we have developed this “*AC Preparedness Plan: Our Students, Our Employees, Our Response*” to be implemented, throughout the College. The College has also identified a team of employees (listed within this document) to monitor the related guidance of the State of Michigan, Lenawee County Health Department, U.S. Center for Disease Control and Prevention (“CDC”) and Occupational Safety and Health Administration (“OSHA”) continue to make available. This team meets multiple times per week to discuss and evaluate/reevaluate our plan and guidelines.

This Plan is based on but not solely based on information available from the State of Michigan, Lenawee County Health Department, CDC, and OSHA, MIOSHA, and is subject to change based on further information provided by the State of Michigan, Lenawee County Health Department, CDC, OSHA, MIOSHA and other public officials. The College may also amend this Plan based on the Executive Orders, guidelines and operational needs.

Exposure Determination

Adrian College Job Categorizations of Tasks and Procedures

Lower Exposure Risk – These job tasks and procedures are those that do not require contact with people known to be or suspected of being infected with SARS-CoV-2 or frequent close contact (e.g. within 6 ft) with the general public. Workers in this category have minimal occupational contact with the public and other coworkers. Adrian College identifies Administrative Staff and Faculty to be in this category.

Medium Exposure Risk – These job tasks and procedures include those that require frequent or close contact (e.g. within 6 ft) with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. Adrian College identifies those that work in the athletic department, library, Baby Bulldog Center, and Bookstore to be in this category.

High Exposure Risk – These job tasks and procedures include those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include, health care workers, law enforcement, first responders, etc. Adrian College identifies workers in the Medical Health Center, Plant Operations, and the Safety Office to be in this category.

Very High Exposure Risk - These job tasks and procedures include those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or lab procedures.

The following detailed measures Adrian College has taken to prevent employee exposure include but are not limited to the following:

Engineering Controls

1. Adrian College has updated our HVAC System.
2. Adrian College has installed hospital grade filters in all of our ventilation systems in our buildings.
3. Adrian College has installed plexiglass to divide and keep people 6 ft or more apart.
4. Adrian College has placed no touch temperature kiosks for employees to take their temperatures for reporting.

Administrative Controls

1. Adrian College has removed desks and seating to space everyone 6 ft or more apart.
2. Adrian College has created traffic plans for all buildings regarding entrances and exits.
3. Signs installed and posted.

Basic Infection Prevention Measures

1. Adrian College promotes frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol. Sanitizer dispensers are located at the entrances and exits of all of our buildings.

2. Adrian College requires workers who are sick to not report to work or work at home if feasible in an isolated location.
3. Adrian College prohibits workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
4. Adrian College has and will continue to increase facility cleaning and disinfection to limit exposure to SARSCoV-2, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, and vehicles) through our Plant Operation Department.
5. Adrian College has established procedures for disinfection in accordance with CDC guidance if it is suspected or confirmed that an employee, visitor, or customer has a known case of COVID-19 through our Plant Operation Department.
6. Adrian College uses the Environmental Protection Agency (EPA)-approved disinfectants that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.
7. Adrian College follows the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, and personal protective equipment).
8. Adrian College has created a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be completed remotely per "State of Michigan Pause" order.

Personal Protective Equipment

1. Adrian College requires all employees to wear a face covering while indoors. If you are in a private office without anybody else, you can remove your facial covering. Adrian College has disposable face masks available in the Safety Office for employees that have forgotten theirs or need one. In addition, Academic Affairs has face shields available for those who would like a face shield.
2. Adrian College has provided extra PPE and FIT MASK Testing for our Safety Officers and our Health Care Providers as some of their job duties expose them to a possibly infected individual.

Health Surveillance

1. Adrian College requires a daily entry self-screening protocol via MiSymptoms App for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, a temperature screening completed with one of our available Temperature Kiosks.
2. Adrian College requires employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift to their supervisor and the Human Resources Department.
3. Adrian College will physically isolate any employees known or suspected to have COVID-19 from the remainder of the workforce, using measures such as, but not limited to:
 - a. Not allowing known or suspected cases to report to work.
 - b. Sending known or suspected cases away from the workplace immediately.
 - c. Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health and job duties allows.
4. When Adrian College learns of an employee, visitor, or customer with a known case of COVID-19, Adrian College shall:
 - a. Immediately notify the local public health department, and
 - b. Within 24 hours of learning of the known case, notify any co-workers, contractors, or suppliers who may have come into close contact with the person with a known case of COVID-19.
 - c. Notify Plant Operations to immediately shut down the area and surrounding areas of where the infected person was to perform a deep clean of the area and surrounding area.
5. Adrian College shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest

guidelines from the CDC and they are released from any quarantine or isolation order by the local public health department.

Workplace controls for Adrian College.

1. Adrian College has designated the Safety Office employees as worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under these rules. The COVID-19 safety coordinator must remain on-site at all times when employees are present on site.
2. Adrian College has posters in the languages common in the employee population that encourage staying away from the workplace when sick, cough and sneeze etiquette, and proper hand hygiene practices.
3. Adrian College shall keep everyone on the worksite premises at least 6 feet from one another to the maximum extent possible and to reduce congestion, including using ground markings, signs, and physical barriers.
4. Adrian College will provide non-medical grade face coverings to their employees at no cost to the employee. These are located in the Safety Office.
5. Adrian College requires face coverings to be worn when employees cannot consistently maintain 6 feet of separation from other individuals in the workplace and consider face shields when employees cannot consistently maintain 3 feet of separation from other individuals in the workplace.
6. Adrian College requires face coverings in shared spaces, including during in-person meetings and in restrooms and hallways.
7. Adrian College has provided employees that have been identified as working in high risk jobs with the types of personal protective equipment, including respirators if necessary, for protection from SARS-CoV-2 appropriate to the exposure risk associated with the job. The employer must follow current CDC and OSHA guidance for personal protective equipment.
8. Adrian College ensures that the personal protective equipment is properly fitted and worn; used consistently; regularly inspected, maintained, and replaced, as necessary; and properly removed, cleaned, and stored or disposed of to avoid contamination of self, others,

or the work environment. Adrian College uses Work Sphere to assist in the FIT TESTING of masks etc.

9. In high risk roles here at Adrian College that provide medical treatment or housing to known or suspected cases of COVID-19, the employer shall ensure that employees in frequent or prolonged close contact with such cases are provided with and wear, at a minimum, an N95 respirator, goggles or face shield, and a gown.

Retail stores that are open for in-store sales, Adrian College has enforced the following:

1. Created and posted communication material for customers (e.g., signs) to inform them of changes to store practices and to explain the precautions the store is taking to prevent infection.
2. Require patrons to wear a face covering.
3. Posted signs at store entrances instructing customers to wear a face covering when inside the store.
4. Post signs at store entrances informing customers not to enter if they are or have recently been sick.
5. Designed spaces and store activities in a manner that encourages employees and customers to maintain 6 feet of distance from one another.
6. Install physical barriers at checkout or other service points that require close interaction, including plexiglass barriers, tape markers, or tables.
7. Establish an enhanced cleaning and sanitizing protocol for high-touch areas like restrooms, credit-card machines, keypads, counters, shopping carts, and other surfaces.

I. Training

Adrian College has provided training to employees on SARS-CoV-2 and COVID-19.

1. The training covers:

- (a) Workplace infection-control practices.

(b) The proper use of personal protective equipment.

(c) Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.

(d) How to report unsafe working conditions.

Adrian College continues to update the Preparedness Plan and Training Plan and provides updates as we update and change our preparedness and response plan or as new information becomes available about the transmission of SARS-CoV-2 or diagnosis of COVID-19.

Please click on the link below to access the “*Adrian College COVID-19 Employee Training Guide*”.

<http://docs.adrian.edu:9001/COVID.pdf>

In order to promote safety, health, and well-being all employees will receive training via email updates and communications via “*Adrian College COVID-19 Employee Training Guide*.” This addresses COVID-19 risk factors and protective behaviors (e.g., handwashing, cough etiquette, use of face masks, workplace infection-control practices, frequent disinfection of surfaces, methods to control occupational exposure, and the proper use of mandatory face coverings, as well as additional campus-specific safety requirements, protocols, and expectations (e.g., the steps an employee must take to notify the institution of any symptoms of COVID-19 or any suspected or confirmed positive diagnosis of COVID-19) to ensure everyone will stay safe and prevent the spread of COVID-19. This Guide will continue to be sent via email and be posted to the Adrian College website so all employees have appropriate updates, orders, and changes as they occur.

II. Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this “*AC Preparedness Plan: Our Students. Our Employees, Our Response*” and “*Adrian College COVID-19 Employee Training Guide*” and be prepared to answer questions from employees. Managers and supervisors must set a good example by following this Plan at all times. This involves practicing good personal hygiene, safety practices, and proper reporting to prevent the spread of the virus. Managers and supervisors must encourage and enforce this same behavior from all employees.

III. Responsibilities of Employees

The College is asking every employee to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 everyone must play their part. As set forth below, the College has instituted various housekeeping, social distancing (6 feet away), proper hand washing, daily symptoms monitoring/reporting, daily temperature checks, COVID-19 testing, as well as mandatory face coverings while indoors and outside if they can not social distance.

a. All employees must read and review the “Adrian College COVID-19 Employee Training Guide”. See link above.

This is a comprehensive guide to educate and instruct employees of proper protocols surrounding the COVID-19 pandemic. Topics to include the following:

Guiding Principles

Workplace Expectations & Guidelines

COVID-19 Test, Daily Temperature, & Symptom Monitoring Requirement

Staffing

Health & Safety Guidance

Personal Safety Practices

Social distancing

Handwashing

Gloves

Goggles /Face shields

Cleaning / Disinfection

Coughing/Sneezing Hygiene

Employee Tests Positive - What happens

Retaliation

Travel Restrictions

Guidance for Specific Workplace Scenarios

Working in the Office

Using Restrooms

Using Elevators

Meetings

Meals

Enter/Exit Control

Signage & Posters

Training Video

Mental and Emotional Well-being

How to report unsafe working conditions

HR Task Force Team - Who are we

Questions for Human Resources

b. Employee COVID-19 Test:

To mitigate the spread of COVID-19 and promote a safe campus community, Adrian College is requiring employees to receive a viral test for Coronavirus Disease (COVID-19) before the fall semester 2020. These were conducted onsite for employees. Viral tests check samples in the respiratory system and reports if there is a current infection with SARS-CoV-2, the virus that causes COVID-19.

Daily Temperature Check:

Employees will find Temperature Kiosks in the following locations across campus.

- Caine Student Center (Guest Check in)
- Ritchie Dining Hall
- Merrillat Sport & Fitness Center (Weight room / fitness area)
- Merrillat Sport & Fitness Center (Athletic Training Room))
- Arrington Ice Arena Lobby (Athletic check-in: Pre-locker room entrance)
- Library Entrance
- Administration Building Entrance
- Plant Building Entrance
- Valade Hall Entrance (Baby Bulldog Center)
- Admission House
- Peele Hall Lobby
- Jones Hall Lobby

c. Daily Symptoms Check:

Employees who are reporting to work on campus, for each day they report to campus, they must complete an online SYMPTOM CHECK. Human Resources is monitoring the screening results. This can be found:

misymptomapp.state.mi.us

Adrian College Employer Code is 4877-1287

All employees on or off campus are also expected to report to their managers or supervisors if they are experiencing signs or symptoms of COVID-19. They will need to go home if they become ill at work immediately and quarantine. They will also need to reach out to their health care provider for further instructions. Furthermore, employees must remain off campus for 10 days (asymptomatic) if close contact with a diagnosed case of COVID-19.

Employees were required to get a COVID-19 test completed before Fall Semester begins between July 27, through August 17th.

If an employee tests positive and are asymptomatic for COVID-19 they will need to quarantine for 10 days. If an employee tests positive, and are symptomatic they will need to be fever free for 24 hours since the first symptom is defined as resolution of fever without the use of fever-reducing medications (e.g., Tylenol) and resolution of respiratory symptoms (i.e. cough and shortness of breath).

If employees have a specific question about this Plan or COVID-19, they can ask their manager or supervisor. If they cannot answer the question, please contact the Director of Human Resources, Christina Corson at 517-264-3999 or email at ccorson@adrian.edu. If this is a health related question or the question goes beyond the plan guidelines employees need to reach out to their health care provider for further instruction.

The State of Michigan, Lenawee County Health Department, OSHA, MIOSHA and the CDC have provided the following control and preventative guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Avoid close contact with people who are sick.

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Coughing;
- Fever;
- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose.

If employees develop a fever and or any symptoms of illness, *THEY SHOULD NOT COME TO WORK OR GO HOME FROM WORK IMMEDIATELY* and call their supervisor and health care provider for

further instructions right away. Likewise, if they come into close contact with someone showing these symptoms, they call their supervisor and healthcare provider right away and quarantine per CDC guidelines.

IV. College Protective Measures

The College has instituted the following protective measures.

A. General Safety Policies and Rules

- All employees must wear a facial covering while indoors (unless there is a special circumstance that prohibits them from wearing a mask) and outdoors if proper social distancing of 6 ft cannot be maintained.
- Facial covering masks are required to be worn by employees and are available onsite in the Caine Student Center (Safety Office) for employees that need them. Masks will be signed out by employees as needed to keep track of supply and to ensure Adrian College has facial coverings/masks if needed.
- Any employee/contractor/visitors must complete a daily Temperature and Symptoms Check. If they answer adversely to any answers they will not be permitted on campus. Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave the College and return home and instructed to call their health care provider.
- Meetings will be by telephone, or virtual, if possible. If meetings are conducted in-person, attendance will be collected verbally and the facilitator of the meeting will sign-in each attendee. Attendance will not be tracked through passed-around sign-in sheets. During any in-person meetings, avoid gathering in groups of more than 10 people and participants must remain at least six (6) feet apart.
- Employees must avoid physical contact with others and shall direct others (coworkers/contractors/visitors) to increase personal space to at least six (6) feet, where possible.
- There are sanitizing stations at the entrances of all buildings. Employees are encouraged to use the hand sanitizer upon entry and exit of buildings.
- Floors are marked with ground markers instructing where it is safe to stand.
- Doors are assigned and marked for entrance and exits only to keep flow of travel in one direction to reduce congestion.
- Plexiglass dividers have been installed around workstations where traffic is expected.

- Employees will be encouraged to stagger breaks and lunches, to reduce the size of any group at any one time to less than ten (10) people maintaining 6 feet apart distance.
- Employees should limit the use of co-workers' items such as phones, pens etc. **To the extent items or tools must be shared, the College will provide alcohol-based wipes to clean items and tools before and after use. When cleaning tools and equipment, consult manufacturing recommendations for proper cleaning techniques and restrictions. Shared items will be cleaned at the beginning and end of every shift.*
- Employees are encouraged to minimize ride-sharing. While in vehicles, employees must ensure adequate ventilation and wear face masks.
- If practical, each employee should use/drive the same truck, use the same items, tractors, tools and equipment for their entire shift or clean before and after use.
- In lieu of using a common source of drinking water, such as a water fountain, employees must use individual water bottles.
- The plant operations have increased their cleaning routines to include increased cleaning and disinfection to limit the exposure to COVID-19 especially in high traffic areas such as door handles, rails, copiers in common areas as well shared tools and equipment.

V. If an employee becomes identified as testing positive for COVID-19.

- The Lenawee county health department will immediately be contacted by the Human Resources Department.
- Employees that have a positive test will not be permitted to come on the premises to work until they have followed the proper CDC protocol. They will need to follow the up to date CDC guidelines stated in this document.
- The Human Resources department will notify anybody that has been identified as having been in close contact with this employee within 24 hours. Human Resources will not disclose employee names. Anybody identified as having close contact will be instructed to quarantine for 10 days assuming no symptoms arise and then self monitor for symptoms for a total of 14 days.
- If it is found through contact tracing that an employee most likely contracted COVID-19 while at work the Human Resources department will update our OSHA log to account for the incident.
- Upon notification of a positive case, Human Resources will reach out to the Plant Department to shut down any areas affected to do a deep cleaning of the area. This includes in and around where the infected employee could have been, as well as where

they have been. This includes any restrooms, stair rails, etc that the employee may have touched. The area will undergo a deep cleaning immediately.

VI. Employees will not be discharged or disciplined or otherwise retaliated against due to employees contracting COVID-19, having to quarantine, or leave work when they are at particular risk of infecting others with COVID-19.

VII. Employees who engage in business travel are restricted to essential travel only until further notice.

VIII. To report unsafe working conditions:

Please reach out to Christina Corson at 517-264-3999 or email ccorson@adrian.edu. To report anonymously please use US mail or interoffice mail.

IDENTIFIED EMPLOYEE TASK FORCE TEAM:

Christina Corson, Director of Human Resources

Chris Stiver, Director of Facilities and Grounds,

Emily Kist, DNP, FNP-C, Director of Student Health Center

The preceding guidelines were established with guidance from:

Centers for Disease Control and Prevention

Lenawee County Health Department

Michigan Department of Health and Human Services

World Health Organization

References

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NCAA Sport Science Institute. (2020). Core Principles of Resocialization of Collegiate Sport