

Bryant & Stratton College
Virginia Campuses
Reopening Plan

Hampton

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Suite 223
Hampton, VA 23666

Richmond

8141 Hull Street Road
North Chesterfield, VA 23235

Virginia Beach

301 Centre Pointe Drive
Virginia Beach, VA 23462

Introduction

Bryant & Stratton College is a privately owned, regionally accredited college headquartered in Buffalo, New York, with 19 physical campuses and an online education division. The College is rooted in over 165 years of outcomes-based career education. Its founding can be traced back to 1852, when H.B. and J.C. Bryant and their brother-in-law, H.D. Stratton, organized Bryant & Stratton Mercantile College in Cleveland, Ohio. In 1854, J.C. Bryant, a noted physician and businessman, established Bryant & Stratton College in Buffalo, New York. Through out the next century, the College developed career -based degrees and training programs to meet the needs of young and working adults seeking jobs and career advancement in business and industry.

The academic programs at all Bryant & Stratton College campuses are approved and registered by their respective State Education departments. The Virginia campuses receive their approval and certification to operate through the State Council of Higher Education for Virginia and the Virginia Board of Nursing. Additionally, Bryant & Stratton College is accredited by the Middle States Commission on Higher Education. Bryant & Stratton College confers over thirty associate and Baccalaureate degrees and offers diploma and Certificate programs for select occupations.

The Virginia campuses of Bryant & Stratton College forecast enrollments to be over 1500 students across the state in the Fall of 2020. The College plans to offer a mix of in-person instruction and remote learning which will allow Bryant & Stratton College to stay true to its mission of offering *a personalized career education and experience leading to high-demand professions* while protecting the health and safety of the College community during the COVID-19 pandemic. This plan aligns with the Governor's reopening guidance. Under this plan, Bryant & Stratton College will be given the needed flexibility to provide the best possible educational experience for our students while keeping safety top of mind.

The reopening plan will continue to evolve as the State updates its guidance and as best practices are shared.

Repopulation of the Campus

1. Establishment of a COVID-19 coordinator/campus team

Beth Murphy and Jeff Thorud will serve as the COVID-19 coordinators for the Virginia campuses of Bryant & Stratton College. Each campus will have a committee that is composed of: The Director of Admissions, The Financial Aid Manager, The Business Office Manager, The Human Resources Coordinator and The Dean of Instruction. In Richmond, the Dean of Nursing will also serve on this committee.

2. Contact information and procedures for reaching the local health department.

The local Department of Health will be contacted by one of the COVID-19 coordinators if an associate or student has notified the College that they have tested positive for COVID-19. The College will provide the associate's or student's name and contact information. We will follow any instructions provided by the local Department of Health.

The Richmond campus contact is: Donna Conner at 804-751-4639. The Virginia Beach and Hampton campuses would contact the Epidemiology Team at 757-518-2700.

Any student, faculty or staff member demonstrating COVID-19 symptoms are to be tested for COVID-19. The College will work with the local Department of Health to provide information on available testing sites. In the event that tests are unavailable, students, faculty and/or staff are to follow the CDC and Department of Health guidelines on self-quarantine.

If the College receives confirmation that an associate or student has tested positive for COVID-19, the infected individual will be instructed to stay home for the longer of the period recommended by his or her health care provider or the applicable health department or until 1) at least three days (72 hours) have passed since resolution of fever without the use of fever-reducing medication and improvement in respiratory systems; and 2) at least seven days have passed since symptoms first appeared. The College will recommend that the infected individual re-test for COVID-19 to determine if they are still positive for COVID-19 for a safe return to campus. The College will not identify the individual diagnosed with or presumed to have COVID-19. The College is required to maintain the privacy of any health information we gather relative to an individual's medical condition or their symptoms.

The infected individual will be interviewed to determine all co-workers, clients, vendors, students or guests with whom the individual may have come into close contact during the 48-hour period prior to the positive test or presumption of being positive for COVID-19. "Close contact" is defined as being within six feet of the sick individual for a prolonged period (10-30 minutes.) The individual will also be asked to identify all areas within the campus where he or she was physically present during the past 48-hours and any individuals with who he or she shared workspace or equipment.

The College will contact the local Department of Health and communicate that an individual has tested positive and provide the individual's name and contact information. If required, the College will also communicate individuals who have been identified as having close contact on the campus with the infected individual. The College will follow any instructions provided by the local Department of Health.

Based on the local Department of Health guidelines, the College will contact directly each close contact individual who shared a workspace and/or equipment with the sick individual and advise

that person with whom they have been in recent contact and/or with whom they recently shared a common work area has been diagnosed with COVID-19.

If required by the local Department of Health, instruct the exposed individuals that they are to remain off the campus for at least 14 days since the last contact with the infected associate and to work remotely, if possible. The exposed individuals should be encouraged to self-isolate and seek all medical care and testing that they feel may be appropriate.

Based on local Department of Health guidelines, the College will notify all personnel, students and visitors who may have been exposed to the diagnosed individual, while maintaining confidentiality.

The Campus Director will issue a general notice to the campus community that an individual has tested positive for or is presumed to have COVID-19 (without identifying the associate). The notice will reassure the community that unless they have been notified directly by the College or the local Department of Health it is believed that they have not been in close contact with or shared a common workspace with the infected individual. The campus community will be advised of all of the steps the College is taking to ensure their safety and will advise all to monitor themselves for symptoms of COVID-19.

Those areas of the campus identified by the infected individual as areas that he or she used until those areas can be cleaned in accordance with local Department of Health/CDC guidelines.

3. Students' initial return to campus (such as initial screening, move-in)

Prior to their return, all students will receive a communication outlining required safety protocols and practices. This communication will include Hand Hygiene and Respiratory Etiquette, Physical Distancing and Face Mask expectations.

Prior to their return, all student and faculty will receive a washable mask.

The College has implemented a mandatory health screening assessment before students return to the campus. Visitors to the campus are also completing this screening. The screening includes questions about 1) COVID-19 symptoms in the past 14 days; 2) positive COVID-19 test in the past 14 days; and/or 3) close contact with confirmed or suspected COVID-19 case in the past 14 days.

4. Education/training of students: consider COVID-19 prevention education as part of student orientation. (hand washing, staying home if ill, etc.)

The College will incorporate COVID-19 prevention education as part of New Student Orientation and the Faculty In-Service. Topics to be covered will include Symptoms of COVID-19, Hand Hygiene and Respiratory Etiquette, Physical Distance and Face Mask expectations. Training will be done in person and remotely. Handouts will be provided to reinforce the training. Our Nursing Faculty will lead these training efforts.

The College will post signage throughout the campus to remind personnel, faculty and students to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfecting protocols.

If faculty, staff or student tests positive for COVID-19, the College will immediately notify state and local health departments and cooperate with contact tracing efforts, including notification of potential contacts, such as workers, students and/or visitors who had close contact with the individual, while maintaining confidentiality required by state and federal law and regulations.

5. Physical Distancing, according to CDC guidance:

a) Strategies to allow physical distancing in classrooms/learning environments. (e.g. occupancy, staggered schedules, classroom layouts, workspace distancing, etc.)

The College will work to ensure six feet distance between personnel, faculty and/or students, unless safety or core function of the work activity requires a shorter distance. Any time persons are less than six feet apart from one another, persons must wear acceptable face coverings.

All common areas will have posted signs reminding occupants to remain six feet apart. Common area furniture will be removed to ensure that social distancing can be maintained. The Library and the Learning Center will be open. Services will be available remotely and in person.

Course format (in-person, blended or fully remote) will be based on course goals and curricular/clinical requirements. In-person, seated classroom instruction will be designed to provide six feet of physical distancing. If physical distancing cannot be maintained, face coverings will be required. In-person class enrollments will be capped at 70%.

b) Social distancing considerations outside the classroom (e.g. limiting visitors, changes to dining services, extracurricular activities, sorority/fraternity life, etc.)

All common areas will have posted signs reminding occupants to remain six feet apart. The College has installed physical barriers in areas where it is difficult for individuals to remain at least six feet apart. These areas include receptionist areas and staff offices.

All common areas will have posted signs reminding occupants to remain six feet apart. Common area furniture will be removed to ensure that social distancing can be maintained. The Library and the Learning Center will be open. Services will be available remotely and in person.

None of the Virginia campuses of Bryant & Stratton College have dining services.

c) Restrict occupancy/stagger use of communal, shared spaces such as lounges, exercise rooms, dining halls, etc. to ensure physical distancing. Occupancy must be consistent with any active Executive Orders.

All common areas will have posted signs reminding occupants to remain six feet apart. Furniture has been removed from the lobby and the student lounges to ensure these spaces are operating at no more than 50% capacity.

None of the Virginia Campus have exercise rooms or dining halls.

d) Limitations on size of gatherings and/or strict physical distancing to be in place during gatherings.

The College will adhere to the Governor's orders on gathering sizes. The College has already moved from the traditional graduation ceremonies to virtual ceremonies.

The College will limit nonessential visitors, volunteers and activities involving external groups or organizations as possible.

e) Strategies for food/dining services should be consistent with plans to optimize physical distancing. Plans regarding dining services should consider strategies such as requirements for face coverings, policies to encourage staff to stay home if ill, ensuring adequate hand hygiene, routine cleaning/disinfection, and health screenings for staff. Implement engineering controls including: limiting the number of diners or other methods of crowd control, appropriate spacing between tables, eliminating buffet-style or self-serve food, and take out/delivery options.

Not applicable.

6. Hygiene practices and cleaning/disinfecting protocols.

a) Cleaning and disinfection protocols to include frequently touched surfaces; transport vehicles; schedules for increased cleaning, routine cleaning, and disinfection; ensuring adequate cleaning supplies and correct use/storage

The College will adhere to hygiene and sanitation requirements from the CDC. Campus Facilities Managers, janitorial staff and outside vendors will be responsible for maintaining and updating a cleaning log. The log will document the date, time and scope of cleaning.

The College will conduct regular cleaning and disinfection at least after every class change, work shift, daily, or more frequently as needed, and frequent cleaning and disinfection of shared objects and surfaces, as well as high transit areas, such as restrooms and common areas.

b) Provisions for hand sanitizer/handwashing stations

The College will provide and maintain hand hygiene stations for personnel, faculty and students, including handwashing with soap, water, and paper towels, or an alcohol -based hand sanitizer containing 70% or more alcohol for areas where handwashing is not feasible.

Reception areas, break rooms, lounges, library/learning commons without hand-washing basins will be stocked with CDC recommended hand sanitizer.

The CDC signage for *Stopping the Spread of Germs* has been posted at the entry of every classroom and in all common areas.

c) Minimize shared objects and ensure adequate supplies to minimize sharing to the extent possible (e.g. dedicated student supplies, lab equipment, computers, etc.).

Bryant & Stratton College's Fall schedule will limit the movement of students participating in in-person instruction. Classrooms, lab equipment and computer labs will be cleaned between uses.

The College will encourage students, faculty and staff to keep their personal items and personal workspaces clean. The College will encourage the use of disinfectant wipes to wipe down shared desks, lab equipment and other shared objects and surfaces before use.

The College will discourage sharing of items that are difficult to clean or disinfect. The college will ensure adequate supplies to minimize sharing of high-touch materials to the extent possible or limit use of supplies and equipment by one group of students at a time.

7. Housing: it is difficult to maintain physical distancing in on-campus housing, even with modifications. Plans should consider strategies to decrease the risk such as requirements for face coverings in shared spaces, reminders of proper hand hygiene, enhanced cleaning, training for residential advisors/live in staff, restrictions on events/social activities in housing facilities, establishment of occupancy limits, restrictions on building access, etc. IHEs may want to require training and document training of certain staff.

None of the Virginia campuses of Bryant & Stratton College have on-campus housing. The Virginia Beach campus is the only Virginia campus of Bryant & Stratton College that has housing. The

campus contracts housing on behalf of its students. These students have an independent living situation and are not residential.

8. Consideration of vulnerable individuals (e.g. 65 years or older, underlying health conditions):

a) Policy options to support those at higher risk for severe illness to mitigate their exposure risk (e.g. telework, modified job duties, virtual learning opportunities).

Faculty and staff may request an accommodation supported by a physician's certification and the College will attempt to accommodate an alternate work arrangement. Accommodations may include remote work, staggered shifts and reassignments to offices that permit social distancing.

Students may request an accommodation supported by a physician's certification. Students will be instructed to work with the College's ADA Coordinator. Accommodations may include a remote instruction and/or a staggered schedule.

b) Implement flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed.

The College will follow the State and Federal guidelines in regard to addressing individuals that are sick or who have been exposed.

Faculty, staff and students should notify their manager or instructor if they are unwell or have a temperature and should remain at home. If an associate feels well enough to work from home the regular work standard, the manager will determine if it is possible based on operation need and authorized the associate to work from home or use sick/float time.

Students who are sick or who have been exposed will have the flexibility to continue their course work remotely. Additionally, they may be granted more time to complete an assignment or the course. Page 11 of the College's catalog defines the process a student should complete to request a grade of an Incomplete in a class.

c) Develop policies for return to class/work after COVID-19 illness.

If the College receives confirmation that an associate or student has tested positive for COVID-19, the infected individual will be instructed to stay home for the longer of the period recommended by his or her health care provider or the applicable health department or until 1) at least three days (72 hours) have passed since resolution of fever without the use of fever-reducing medication and improvement in respiratory systems; and 2) at least seven days have passed since symptoms first appeared. The College will recommend that the infected individual re-test for COVID-19 to determine if they are still positive for COVID-19 for a safe return to campus. The College will not identify the individual diagnosed with or presumed to have COVID-19. The College is required to maintain the privacy of any health information we gather relative to an individual's medical condition or their symptoms.

9. International student considerations (e.g. COVID-19 travel health risks, CDC returning travelers guidelines, travel registry, etc.)

The Virginia Beach campus of Bryant & Stratton College is the only Virginia campus with international students. For Fall, there are four international students enrolled. All four students

currently reside in the United States and will remain in the United States for the duration of the semester.

10. Partnership and communication/information sharing with the local community, health systems and other stakeholders.

When appropriate or necessitated, the College will share its plan with stakeholders.

11. Face coverings.

a) Plans submitted by each institution should include information on how it intends to teach/reinforce use of face coverings among students, faculty and staff.

The College will incorporate COVID-19 prevention education as part of New Student Orientation and the Faculty In-Service. Topics to be covered will include Symptoms of COVID-19, Hand Hygiene and Respiratory Etiquette, Physical Distance and Face Mask expectations. Training will be done in person and remotely. Handouts will be provided to reinforce the training. Our Nursing Faculty will lead these training efforts. Face covering expectations will be covered during this education.

Prior to returning to the campus, all students and faculty will receive written communication about face covering expectations. Additionally, all students and faculty will receive a cloth face mask.

The College will post signage throughout the campus to remind personnel, faculty and students to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfecting protocols.

Students who do not follow the College's guidelines for wearing a mask will be in violation of the College's Code of Conduct. The College's Student Code of Conduct can be found on pages 17 through 19 of the College's catalog.

b) For Faculty cloth face coverings should be worn in times when at least six feet physical distancing cannot be maintained. For example, an instructor standing in a classroom seven feet from students could teach without a face covering. During meetings or gatherings or in narrow hallways or other settings where physical distancing may not be easy to maintain, a face covering would be prudent to wear. Other considerations such as speaking loudly, singing, etc should be considered and may require additional distance.

Course format (in-person, blended or fully remote) will be based on course goals and curricular/clinical requirements. In-person, seated classroom instruction will be designed to provide six feet of physical distancing. If physical distancing cannot be maintained, face coverings will be required. All classrooms will operate at 70% or less capacity.

c) Students should be encouraged to wear cloth face coverings in times when at least six feet of physical distance cannot be maintained.

The College will work to ensure six feet distance between personnel, faculty and/or students, unless safety or core function of the work activity requires a shorter distance. Any time persons are less than six feet apart from one another, persons must wear acceptable face coverings.

d) Institutions should consider adopting relevant business-sector guidance for staff regarding the use of face coverings (e.g. fitness center, dining, student services, etc.). Face coverings should be worn in public facing areas and in office spaces where six feet of physical distance cannot be maintained.

The College will work to ensure six feet distance between personnel, faculty and/or students, unless safety or core function of the work activity requires a shorter distance. Any time persons are less than six feet apart from one another, persons must wear acceptable face coverings.

12. Student Health Services (SHS):

Not applicable.

e) Assurance of provision of medical-grade PPE for health services staff

Not applicable.

f) Maintenance of typical (non-COVID-19) health services

Not applicable.

g) Mental health services

Not applicable.

h) SHS facility considerations such as waiting areas, signage, environmental management/cleaning, IT considerations, etc.

Not applicable.

i) SHS administrative/staff considerations such as PPE, employee health program protocols, education/training of staff, billing/charges, staff scheduling, etc.

a) SHS patient care considerations such as online appointments, strategies to limit shared objects (e.g. pens, keypads), triage protocols, screening forms, patient screening procedures (e.g. for symptoms/temperature checks before entering the clinic).

Not applicable.

13. Large events, including athletic events, and others such as ceremonies or performances

The College will adhere to the Governor's orders on gathering sizes.

The college will limit nonessential visitors, volunteers and activities involving external groups or organizations as possible.

14. Communications strategy

Prior to their return, all students will receive a communication outlining required safety protocols and practices. This communication will include Hand Hygiene and Respiratory Etiquette, Physical Distancing and Face Mask expectations.

The College will incorporate COVID-19 prevention education as part of New Student Orientation and the Faculty In-Service. Topics to be covered will include Symptoms of COVID-19, Hand Hygiene and Respiratory Etiquette, Physical Distance and Face Mask expectations.

The College will post signage throughout the campus to remind personnel, faculty and students to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfecting protocols.

The College will utilize email, RAVE, signage and in-person training to ensure that the campus community is current on State and Federal guidelines as it relates to COVID-19.

15. Orientation and education/training, including anti-stigma training

Prior to their return, all students will receive a communication outlining required safety protocols and practices. This communication will include Hand Hygiene and Respiratory Etiquette, Physical Distancing and Face Mask expectations. Anti-stigma training will be communicated to all students. Anti-stigma will be re-enforced in the classrooms.

The College will incorporate COVID-19 prevention education as part of New Student Orientation and the Faculty In-Service.

The College will post signage throughout the campus to remind personnel, faculty and students to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfecting protocols.

Monitoring Health Conditions to Detect Infection

1. Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the campus population.

The College has implemented a mandatory health screening assessment (Appendix A) before students return to the campus. Visitors to the campus are also completing this screening. The screening includes questions about 1) COVID-19 symptoms in the past 14 days; 2) positive COVID-19 test in the past 14 days; and/or 3) close contact with confirmed or suspected COVID-19 case in the past 14 days.

All students, faculty and staff will self-monitor their health on a daily basis. Any student, faculty member or staff who have been sick with COVID-19 symptoms, tested positive for COVID-19, or have been potentially exposed to someone with COVID-19 are to follow CDC guidance to self-isolate and stay at home. Any student, faculty member or staff who has a fever should remain at home until they are fever free for 48 hours.

2. Campus level syndromic (disease) surveillance using electronic health record data or other disease surveillance methods as feasible.

Bryant & Stratton College will partner with the Health Department to look for trends.

3. Establishment of a testing strategy. Testing strategies should consider testing for all students, faculty or staff with symptoms and access to testing for close contacts of cases as recommended by public health. Institutions may consult with their local health department, local health systems and other relevant partners.

Any student, faculty or staff member demonstrating COVID-19 symptoms are to be tested for COVID-19. The College will work with the local Department of Health to provide information on available testing sites. In the event that tests are unavailable, students, faculty and/or staff are to follow the CDC and Department of Health guidelines on self-quarantine.

Containment to Prevent Spread of the Disease When Detected

1. Partnership with VDH for contact tracing

Any student, faculty or staff member demonstrating COVID-19 symptoms are to be tested for COVID-19. The College will work with the local Department of Health to provide information on available testing sites. In the event that tests are unavailable, students, faculty and/or staff are to follow the CDC and Department of Health guidelines on self-quarantine.

If the College receives confirmation that an associate or student has tested positive for COVID-19, the infected individual will be instructed to stay home for the longer of the period recommended by his or her health care provider or the applicable health department or until 1) at least three days (72 hours) have passed since resolution of fever without the use of fever-reducing medication and improvement in respiratory systems; and 2) at least seven days have passed since symptoms first appeared. The College will recommend that the infected individual re-test for COVID-19 to determine if they are still positive for COVID-19 for a safe return to campus. The College will not identify the individual diagnosed with or presumed to have COVID-19. The College is required to maintain the privacy of any health information we gather relative to an individual's medical condition or their symptoms.

The infected individual will be interviewed as soon as possible to determine all co-workers, clients, vendors, students or guests with whom the individual may have come into close contact during the 48-hour period prior to the positive test or presumption of being positive for COVID-19. "Close contact" is defined as being within six feet of the sick individual for a prolonged period (10-30 minutes.) The individual will also be asked to identify all areas within the campus where he or she was physically present during the past 48-hours and any individuals with who he or she shared workspace or equipment.

The College will contact the local Department of Health and communicate that an individual has tested positive and provide the individual's name and contact information. If required, the College will also communicate individuals who have been identified as having close contact on the campus with the infected individual. The College will follow any instructions provided by the local Department of Health.

Based on the local Department of Health guidelines, the College will contact directly each close contact individual who shared a workspace and/or equipment with the sick individual and advise that person with whom they have been in recent contact and/or with whom they recently shared a common work area and/or classroom has been diagnosed with COVID-19.

If required by the local Department of Health, instruct the exposed individuals that they are to remain off the campus for at least 14 days since the last contact with the infected individual and to work remotely, if possible. The exposed individuals should be encouraged to self-isolate and seek all medical care and testing that they feel may be appropriate.

Based on local Department of Health guidelines, the College will notify all personnel, students and visitors who may have been exposed to the diagnosed individual, while maintaining confidentiality.

The Campus Director will issue a general notice to the campus community that an individual has tested positive for or is presumed to have COVID-19 (without identifying the individual). The notice will reassure the community that unless they have been notified directly by the College or the local Department of Health it is believed that they have not been in close contact with or shared a common workspace with the infected individual. The campus community will be advised of all of

the steps the College is taking to ensure their safety and will advise all to monitor themselves for symptoms of COVID-19.

Those areas of the campus identified by the infected individual as areas that he or she used until those areas can be cleaned in accordance with local Department of Health/CDC guidelines.

2. Quarantining and isolating (provision of housing, basic needs, medical case management)

The Virginia Beach campus is the only Virginia campus of Bryant & Stratton College that has housing. The campus contracts housing on behalf of its students. These students have an independent living situation and are not residential.

If a student who participates in campus housing needs to self-quarantine, the College will be responsible for providing for the student's basic needs. The College will work with Department of Health.

3. Campus outbreak management

If the College receives confirmation that an associate or student has tested positive for COVID-19, the infected individual will be instructed to stay home for the longer of the period recommended by his or her health care provider or the applicable health department or until 1) at least three days (72 hours) have passed since resolution of fever without the use of fever-reducing medication and improvement in respiratory systems; and 2) at least seven days have passed since symptoms first appeared. The College will recommend that the infected individual re-test for COVID-19 to determine if they are still positive for COVID-19 for a safe return to campus. The College will not identify the individual diagnosed with or presumed to have COVID-19. The College is required to maintain the privacy of any health information we gather relative to an individual's medical condition or their symptoms.

The infected individual will be interviewed to determine all co-workers, clients, vendors, students or guests with whom the individual may have come into close contact during the 48-hour period prior to the positive test or presumption of being positive for COVID-19. "Close contact" is defined as being within six feet of the sick individual for a prolonged period (10-30 minutes.) The individual will also be asked to identify all areas within the campus where he or she was physically present during the past 48-hours and any individuals with who he or she shared workspace or equipment.

The College will contact the local Department of Health and communicate that an individual has tested positive and provide the associate's name and contact information. If required, the College will also communicate individuals who have been identified as having close contact on the campus with the infected individual. The College will follow any instructions provided by the local Department of Health.

Based on the local Department of Health guidelines, the College will contact directly each close contact individual who shared a workspace and/or equipment with the sick individual and advise that person with whom they have been in recent contact and/or with whom they recently shared a common work area has been diagnosed with COVID-19.

If required by the local Department of Health, instruct the exposed individuals that they are to remain off the campus for at least 14 days since the last contact with the infected associate and to work remotely, if possible. The exposed individuals should be encouraged to self-isolate and seek all medical care and testing that they feel may be appropriate.

Based on local Department of Health guidelines, the College will notify all personnel, students and visitors who may have been exposed to the diagnosed individual, while maintaining confidentiality.

The Campus Director will issue a general notice to the campus community that an individual has tested positive for or is presumed to have COVID-19 (without identifying the associate). The notice will reassure the community that unless they have been notified directly by the College or the local Department of Health it is believed that they have not been in close contact with or shared a common workspace with the infected individual. The campus community will be advised of all of the steps the College is taking to ensure their safety and will advise all to monitor themselves for symptoms of COVID-19.

Those areas of the campus identified by the infected individual as areas that he or she used until those areas can be cleaned in accordance with local Department of Health/CDC guidelines.

If multiple cases of COVID-19 are found at the campus, we will move to remote learning and all students and faculty will cease coming to the campus until the outbreak can be contained.

4. Partnership with local health systems to assure care for symptomatic individuals as needed. (e.g. a local health system representative could serve on the COVID-19 team)

Bryant & Stratton College's Virginia campuses are nonresidential. The College will partner with the Department of Health when needed. The College will also consult with its active Medical Assisting and Nursing Advisory Board members as needed.

At this time, the College does not plan to partner with a health system to care for symptomatic individuals.

Shutdown Considerations If Necessitated by Severe Conditions and/or Public Health Guidance

1. Plans regarding the criteria and process for campus dismissals or shutdowns. Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.

The College will follow and work with the State and Federal guidelines in regard to campus dismissals or shutdowns. In the event of a campus closure, instruction would continue via a remote delivery mode.

2. Nature of reduced campus activity in the event of severe conditions/public health direction or guidance.

The College will follow the State and Federal guidelines in regard to reduction of campus activity. In the event of a campus closure, instruction would continue via a remote delivery mode.

In March, Bryant & Stratton College successfully moved its Virginia students from classroom to remote learning within a week's time. For May, the College offered its entire semester in the remote format. Through all of these transitions, the College has kept its students safe while continuing their education and maintaining outcomes.

3. Considerations regarding student health and safety on campus versus returning home.

Not applicable.

4. Communications plan for dismissals/shutdowns.

The College will follow the State and Federal guidelines in regard to campus dismissals or shutdowns. In the event of a campus closure, instruction would continue via a remote delivery mode. Faculty, staff and students would be communicated to via email, RAVE and social media.