



WEBB INSTITUTE

COVID-19 REOPENING PLAN

Rev. A

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I. INTRODUCTION

a. Purpose

This plan follows NY State guidance for higher education during the Covid-19 public health emergency and incorporates our own ideas regarding what can be done to enhance the safety and health of the Webb campus community. This plan is subject to revision as NY State's regulations and guidelines change and as our knowledge of COVID-19 evolves.

During the spring and summer of 2020, a task force consisting of Administration, Faculty and Trustees progressed planning in response to the COVID-19 pandemic. In June, a Phase 2 plan was released enabling the return of a limited number of faculty and staff to the Webb campus. This Phase 4 plan outlines the process to enable the return of all students and additional faculty and staff for the fall semester.

This plan covers how Webb will (1) reopen campus for the fall 2020 semester and manage academic and residential operations, (2) monitor the health of the community, (3) contain potential transmission of the coronavirus on campus, and (4) shut down in-person operations if necessitated by widespread COVID-19 transmission.

President Michel is the designated campus safety monitor and has the responsibility for ensuring continuous compliance with this plan. Responsibilities of other employees in administering this plan are described in the text below.

b. Reopening Overview

Webb's approach to education – which incorporates experiential learning through team projects, laboratory coursework, design projects, and thesis study -- is best accomplished in the collaborative environment afforded by the Webb campus. Therefore, as we have done for the past 130 years, all students are required to live on campus. We expect approximately 100 students for the 2021 academic year. Approximately 50 personnel work on the Webb campus during the academic semesters including Webb employees and an outsourced workforce who perform janitorial, culinary and security services.

Any students with enhanced vulnerability to COVID-19 can apply for on-campus accommodations consistent with their special circumstances. Alternatively, these students may apply for a gap year. Should higher risk students apply for a gap year, we will extend our full-tuition scholarship to the fifth year. Certain non-essential and/or vulnerable employees who can reasonably perform their duties from home will work from home.

We expect students to return to campus the week of August 17th. Staff and students will arrive in a staggered fashion to allow for testing and evaluation. In order to mitigate risk of infection, a variety of risk mitigation measures will be implemented. These include daily health screening, restrictions on travel, limitations on visitors to campus, intensified cleaning protocols, modifications to culinary and other operations, and testing and tracing programs. All on-campus persons must adhere to the guidelines for social distancing and the use of PPE. Each member of the Webb campus community shall sign the Compact of Social Responsibility, which acknowledges our shared responsibilities in maintaining a safe and healthy environment.

II. REOPENING

a. The Academic Calendar

Provided there are no regulatory requirements to the contrary, Webb will begin fall semester classes on Monday, August 24, 2020. The traditional Thanksgiving break is shortened to two days (November 26 and 27) and the semester will conclude three days earlier than previously planned. Culinary services will be maintained during Thanksgiving break and students are encouraged to remain on campus during that time. Students that travel to regions with high levels of infection rates will not be permitted to return to campus after the Thanksgiving break and will be required to complete their courses remotely.

The timing for the spring semester remains undecided. If we can secure internships we will proceed with the traditional January-February winter work break and the spring semester will begin on March 1, 2021. If we are unable to secure the necessary internships, classes will likely begin on February 1, 2021, providing for a longer summer break to accommodate the internship program.

b. Pre-Arrival Cautionary Period

All students are required to take special precautions during the 14 days prior to arrival at the Webb campus. During these 14 days, students shall:

- Practice social distancing when outside personal residence
- Wear protective masks when outside personal residence
- Wash hands regularly
- Avoid restaurants, bars, and other public gathering locations
- Avoid use of public transportation
- Screen daily for symptoms using Webb's screening software

Students should travel to Webb by personal car, if practical. Utilizing mass transit is discouraged. Webb will assist in coordinating transportation from the airports.

c. Return to Campus for the Fall Semester

Approximately 100 students are expected on campus for the fall semester.

NY State has imposed quarantine requirements on travelers from certain states with significant COVID-19 infections rates. Students arriving from these states will be placed in quarantine housing at the Glen Cove Mansion until they have satisfied the NY state quarantine requirements. These students are to check into the quarantine housing on August 23. All students will be tested for COVID-19 the week of August 24.

Student leadership are requested to arrive on campus by August 18. Other students not subject to quarantine should arrive on campus on either August 22 or August 23. Students are required to coordinate their arrival with the Department of Admissions and Student Affairs (DASA), to ensure a staggered arrival schedule.

The first two weeks of class will be conducted remotely. Quarantined students will take their classes from their quarantine housing. During this two-week period, students not subject to quarantine have the option of taking their courses from their dorm rooms or their class work studio.

During the first two weeks of class, faculty will minimize their time on campus and only essential personnel will work on campus. Essential personnel include critical administrative, student affairs, janitorial, facilities, and culinary personnel.

d. Accommodations for Vulnerable Individuals

Persons with certain preexisting medical conditions and older adults are at increased risk from COVID-19.

Students who provide a doctor's note explaining that they are at higher risk and requesting specific accommodations will be provided with reasonable accommodation while on campus. Students with heightened vulnerability who wish to take a year leave of absence from Webb will be granted the leave. Vulnerable students electing to take the year leave of absence retain their full tuition scholarship for their four years of study.

Students who do not have higher levels of vulnerability but wish to take a year leave of absence may apply to DASA. Leaves of absence will be granted on a "space availability" basis without exceeding the maximum class size of 28 students. Students granted the year leave of absence retain their full tuition scholarship for their four years of study.

Faculty with heightened vulnerability are encouraged to teach from home. The Dean will arrange for coverage of all in-person labs. Staff with heightened vulnerability are encouraged to work from home if the nature of their job allows for remote work.

III. HEALTH and HYGIENE

a. Physical Distancing

It is recommended that a distance of at least six feet be maintained among individuals as far as practical. Individuals are permitted within six feet of each other provided all individuals are wearing face coverings and all individuals are members of the Webb Community (i.e., students, staff, and faculty). Note that any time individuals come within six feet of another person, acceptable face coverings must be worn. Individuals shall also don a face covering if another person unexpectedly comes within six feet. (Note: As explained in Section V(a), students that are roommates or part of an approved "pod" are not required to physical distance from each other.)

When dining outside at a table, physical distancing may be reduced to 4 feet between individuals.

b. Room Occupancy Limits and Seating

The total number of occupants in any space is limited to no more than 50% of the maximum occupancy as set by the certificate of occupancy. Where maximum occupancy of a space has not been assigned by the fire department, Webb has determined maximum occupancy based on the following limits:

Public Spaces:	15 sq ft per person
Classrooms:	20 sq ft per person
Dorm Rooms:	50 sq ft per person

Occupancy of restrooms will be limited such that the total number of persons does not exceed the number of enclosed toilets plus enclosed showers.

The temporary occupancy limits will be posted in all public rooms.

In classrooms, meeting rooms, and dining halls, chairs will be arranged with minimum 6 feet of clearance in all directions. Where seating is fixed such as in the JJ Henry Auditorium, seats with appropriate physical distancing will be marked accordingly.

All administrative staff and faculty will be assigned individual offices. Small spaces including elevators and small supply rooms will be limited to use by one person at a time, unless all occupants are wearing masks. Stairs should be used in lieu of elevators as far as practical.

c. Personnel Protection Equipment (PPE)

Students, employees and visitors are required to wear face coverings when walking within Webb buildings, or at any time on campus when 6 feet of social distancing cannot be maintained. (Note: As explained in Section V(a), students that are roommates or part of an approved “pod” are not required to wear face coverings when within 6 feet of each other provided no other individuals are in the area. Students are not required to wear face masks when with their roommate in their dorm room. Webb employees are not required to wear face coverings when alone in their private office.

Webb will provide each student with a packet of 10 washable masks and 10 disposable masks upon their arrival on campus. Additional masks shall be at the student’s own expense.

Webb will procure and maintain an adequate supply of acceptable face coverings and provide such coverings to employees while at work at no cost to the employee. Masks will also be provided should a visitor be in need.

This policy does not preclude students and employees from wearing their own face coverings should they so choose. Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings and disposable masks that cover both the mouth and nose, such as surgical masks.

Face coverings must be cleaned when necessary and replaced when damaged. Face coverings shall not be shared. Please consult CDC [guidance](#) for additional information on cloth face coverings as well as instructions on use and cleaning.

Webb will provide training to students and employees on how to properly put on, take off, and dispose of PPE.

d. Personal Cleaning and Hygiene

Hand sanitizer stations will be placed outside each work studio/lecture room, near the entrance of STH, at the dining room, at the Luckenbach Graduate Center, in the Maintenance Garage, and elsewhere as deemed appropriate by the Director of Facilities. Signs will be posted to encourage usage and explain that visibly soiled hands should be washed with soap and water as hand sanitizer is

not effective on visibly soiled hands. The sanitizer solution shall be alcohol based containing at least 60% alcohol.

Students and employees should perform hand hygiene before and after contact with objects that are shared with others, such as coffee and xerox machines. Sanitizing wipes are provided next to these pieces of equipment.

In general, personal items such as laptops and writing utensils should not be shared.

Cleaning of dorm rooms will be the responsibility of the student(s) inhabiting the room. Cleaning of individual offices and any attached bathroom will be carried out by the individual using the office. Appropriate wipes and cleaning supplies will be provided by the Facilities Department.

e. Routine Cleaning and Disinfecting of Public Spaces

Webb will adhere to the cleaning and disinfection requirements in the NY State DOH publication “Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19”.

The Director of Facilities is responsible for ensuring that the cleaning protocol is followed and for maintaining a Cleaning Log that contains the date, time and scope of cleaning and disinfection. The Cleaning Log will be maintained on Google Docs, readily accessible for review.

Public spaces listed in Table 1 will be cleaned regularly by Facility Department assigned personnel.

High touch areas will be disinfected daily. These include:

- Stair railings
- Door handles
- Light switches
- Restroom fixtures
- Elevator control panels
- Water fountains

Tools should be cleaned and disinfected, at least as often as a new individual uses the tool. For example, a lawn mower used only by a single person only does not require regular cleaning. However, the controls and door handles of the pickup truck which is used by multiple employees should be wiped down after each use.

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Location	Cleaning Required	Frequency
Entrances, Hallways, Stairwells, Elevators	Disinfect all high touch areas.	Daily
	Remove trash.	Daily
	Sweep and mop floors.	Weekly
Lobbies	Disinfect all high touch areas.	Daily
	Remove trash.	Daily
	Mop floors and wipe furniture.	Daily
Public Restrooms	Disinfect all high touch areas.	Daily
	Remove trash.	Daily
	Disinfect all toilets, sinks, urinals and mirrors. Sweep and mop floors.	Daily
Dining Area	Disinfect all high touch areas and all surfaces.	After each meal
	Remove trash.	Daily
	Clean and mop floor.	Daily and as needed
Work Studios	Disinfect all high touch areas.	Daily
	Disinfect personal work area [responsibility of student].	Daily
	Remove trash.	Daily
	Sweep floors.	Daily
	Mop floors with disinfectant.	Weekly
Lecture Halls	Disinfect all high touch areas.	Daily
	Disinfect surfaces.	Daily
	Remove trash.	Daily
	Vacuum floors.	Weekly
Meeting Rooms and Conference Rooms	Disinfect all high touch areas.	Daily
	Disinfect surfaces.	Daily
	Remove trash.	Daily
	Vacuum floors.	Weekly
Auditorium	Disinfect all high touch areas.	After Use
	Disinfect surfaces.	Daily
	Clean and mop floor.	Monthly
Gymnasium	Disinfect all high touch areas.	Daily
	Remove trash.	As Needed
	Clean and mop floor	Monthly
Private Offices	Disinfect surfaces and high touch areas [responsibility of person assigned the office]	Daily
	Remove trash (occupant to place trash outside door, when needed)	Daily
	Vacuum floors.	Monthly
Bathrooms in Private Offices	Disinfect surfaces and high touch areas [responsibility of person assigned the office]	Daily
	Remove trash.	Weekly

Table 1: Cleaning Protocol and Frequency

f. Cleaning and Disinfection after Confirmed Case of COVID-19

If an individual that was in a Webb building or vehicle has a laboratory confirmed case of COVID-19, thorough cleaning and disinfection of all surfaces in the area(s) contacted by the individual will be performed by individuals trained in use of the appropriate cleaning products. Cleaning will be in conformance with CDC guidelines for “Cleaning and Disinfecting Your Facility”, which advises the responsible party to (1) close off the area used by the person, (2) open outside doors and windows to facilitate air circulation, (3) if possible, wait 24 hours before commencing the cleaning operation, and (4) clean and disinfect all areas used by the person.

The “Deep Cleaning” protocol will include the following:

- Cleaning staff will wait 24 hours before commencing cleaning as far as practical.
- Cleaning staff will wear face masks, disposable gloves, gowns, and goggles for all tasks during the cleaning process.
- Cleaning and disinfection will be performed to CDC and NYSDOH guidelines.
- Only EPA-approved disinfectants to be used. Application will be in conformance with the manufacturer’s instructions.
- Deep cleaning will include full saturation of disinfectant of all surfaces including walls, ceilings, fixtures, floors, cabinets and equipment.

If it has been 7 days since the person with confirmed COVID-19 was present, additional cleaning and disinfection is not necessary. In such cases, the normal cleaning protocol will be followed.

IV. INSTRUCTION

a. In-Person and Remote Instruction

Each work studio will be arranged to accommodate up to 28 students while maintaining safe distancing (minimum 6 feet between individuals). The desks may not be re-arranged without written permission from the Administration. In-person classes will generally be held in the work studios or outside of buildings. Electives with smaller numbers of students may be held in the lecture rooms or the auditorium provided seats are maintained with at least 6 feet of separation.

The first two weeks of classes will be conducted remotely. During this time, all students are required to wear face coverings while in the work studios, lecture rooms, or the auditorium. During this time, students may also take classes from their dorm rooms, and students subject to quarantine are required to take their classes from their assigned quarantine rooms.

Following the first two weeks of class, most classes will be conducted in person, the exception being that faculty with underlying conditions that put them at higher risk from COVID-19 infections will teach remotely as will certain adjuncts.

Remote instruction will generally be available for any students in quarantine, isolation, or otherwise feeling ill. A student who takes a class remotely because he or she is feeling ill is granted an excused absence provided the student makes the request for excused absence prior to commencement of the class.

In general, after class consultation between students and faculty will be conducted remotely.

Certain classes such as laboratory courses may not have a remote learning option. In such cases, a student absent due to illness should contact the professor for further direction.

b. PPE Required in Work Studio

During the course of the semester, should all members of the campus community remain healthy and COVID-19 overall infection rates in the surrounding communities remain under control, the Administration will consider lifting the requirement for wearing face coverings when students are sitting at their personal desks with appropriate social distancing in the work studios. Any such decision will be communicated directly from the President to the student body. Until such communication is received, the requirement for face coverings in the work studio will remain in place.

c. Use of Technology

Technology will be acquired to minimize the handling of paper. As far as practical, assignments will be submitted electronically. Scanners will be made available in each work studio to facilitate this process.

V. CAMPUS LIFE

a. Social Distancing Protocol

Roommates are considered a family unit. Roommates are not required to wear face coverings when within 6 feet of each other provided no other individuals are in the area or they are within their dorm room.

During the course of the semester, should all members of the campus community remain healthy and COVID-19 overall infection rates in the surrounding communities remain under control, the establishment of “pods” will be considered, to allow small groups of students to interact without the need for social distancing and face covering. The Administration, in discussion with student leadership, will determine protocols for the formation, dissolution, and makeup of pods. Any such decision will be communicated directly from the President to the student body. Until such communication is received, the only family units or pods will be assigned roommates.

b. Dormitories

Webb will assign no more than two students per dormitory room. At the request of students, the Administration will consider allowing up to three students in a large dormitory room. Such requests should be sent to the DASA.

Other students or visitors are not permitted in student dormitory rooms.

Students are required to wear face coverings when outside of their dormitory room. This includes hallways and bathrooms, unless the student is at a sink or within a shower stall.

Students are expected to keep their individual dormitory rooms clean. The Facilities Department will provide cleaning and disinfecting supplies for this purpose.

c. Culinary Services

There will be no shared food (e.g. buffet style) service. Meals will either be plated by culinary staff or pre-packaged. There will be no on table self-service items. Drink dispensers will be replaced with units having touchless technology.

All culinary personnel will be screened daily including temperature checks. Culinary personnel involved in food preparation and service are required to wear face coverings, gloves, and uniforms.

Cleaning and disinfecting of all dining and serving areas will be performed between meal periods.

Meal start times will be staggered to minimize time waiting in line. Queues at food stations will be marked for 6 feet separation.

Seating in dining spaces will be arranged with six-foot separation indoors and four-foot separation outdoors. To accommodate all students and staff, outside dining will be encouraged. Seating will be provided on the STH Patio and Peggy's Garden, and a tent will be installed over Peggy's Garden. Seating will also be available in the dining rooms, the Reading Room, and the Visconti Reception Room.

d. Extra-Curricular Activities

All intercollegiate sports have been cancelled for the Fall 2020 semester. Offshore sailing is permitted, in accordance with the Webb Institute "Offshore Team COVID-19 Related Policy".

Intramural sports and other student activities are encouraged provided they are in conformance with Webb COVID-19 related policies, regulatory guidance, and Webb's health protocols.

Use of the gymnasium and other athletic facilities will be in accordance with NY State Directives and Webb Institute's "Athletic COVID-19 Related Policies". Work out equipment will be rearranged to provide for social distancing and occupancy limits will be established. Cleaning equipment and disinfectants will be provided to enable cleaning of workout equipment after use.

e. Gathering in Enclosed Spaces

Videoconferencing and teleconferencing will be used as far as practical. When in-person meetings are necessary, safe-distancing will be maintained amongst participants and space occupancy limits enforced.

The Brockett Arms Pub, the War Room, and the Movie Room will be closed until further notice. A pub extension to the STH patio and Peggy's Garden will be granted.

Other than classes and dining, campus gatherings are limited to 10 people or less. No outside visitors will be permitted at campus gatherings during the Fall 2020 semester without the written permission of the President. For campus gatherings, 6 feet of physical distancing must be maintained, or all participants must wear masks.

VI. CAMPUS ACTIVITY and TRAVEL

a. Visitors

Visitors are permitted on the campus by invitation only. Visitors are not permitted in dormitory spaces or dining areas. Should a visitor be allowed to enter a campus building, they must be accompanied by their host and are subject to all provisions in this Plan including online screening and registering in the Visitor's Log.

Employees who live on campus are permitted to have guests visit their homes. It is the employee's responsibility to screen guests for COVID-19 symptoms and ensure they follow the provisions of this plan.

Pickup and delivery of mail, UPS and similar services shall be made without entering buildings, limiting contact with Webb personnel to the extent possible. Boxes will be provided in front of Stevenson Taylor Hall for transfer of mail and packages.

The east and west gates to campus will be maintained in the closed position. The main gate will be open during normal working hours only.

b. Travel

Non-essential business travel is not permitted. Any business travel requires approval of President Michel.

During the first two weeks of classes (through September 6th), students should not travel off campus except for medical care and similar essential needs. During this period, off campus travel requires approval from the DASA.

Students are required to maintain a log documenting all off-campus travel, using a template provided by the DASA. Any student traveling outside the Glen Cove community should first register their plans with the Assistant Director of Student Affairs.

Students, faculty and staff are strongly encouraged to avoid restaurants, bars, and other social gatherings, to mitigate risk of importing COVID-19 to the Webb campus. If dining out, seek outdoor dining with a minimum 6 feet maintained between tables.

c. Vehicles

Webb owns 4 vans for transporting students and employees, with a combined capacity of 28 passengers. A plexiglas barrier will be installed immediately behind the front seats. Until further notice, capacity is restricted to 4 persons per van including the driver.

Use of the vans requires approval by the DASA. Passengers and drivers must wear face coverings when riding in the vans. Windows should be open when practical. Hand sanitizer and sanitizing wipes will be maintained in each van. Vehicles are to be disinfected after each use by the user and regularly by the Facilities Department.

VII. COMMUNICATIONS

a. Training and Signage

A training program shall be provided to all students, faculty and staff with instruction regarding provisions of this plan and CDC and NYS guidelines on use of PPE.

Signage will be provided throughout buildings regularly visited by employees, and outside of STH where visitors would normally approach Webb.

Signage will remind individuals to:

- cover their nose and mouth with a mask or cloth face-covering when six feet of social distance cannot be maintained, and when moving through buildings.
- properly store and, when necessary, discard PPE,
- adhere to physical distancing instructions,
- report symptoms of, or exposure to, COVID-19, and,
- follow hand hygiene and cleaning and disinfection guidelines.

b. Responsible Personnel

President Michel is the designated campus safety monitor and has the responsibility for maintaining this plan and ensuring continuous compliance with this plan. Faculty, staff and students will be informed of any changes to this plan and immediately notified of any confirmed COVID-19 cases on campus.

The Monitoring Oversight Committee, consisting of President Michel, Dean Werner, and Director of Admissions and Student Affairs Lauren Carballo, is responsible for reviewing any reports of symptoms, close contact, and positive test data on a daily basis and directing Webb's response in the event of any significant increased risk of on-campus infections.

Dean Matt Werner is responsible for monitoring student compliance with physical distancing, face covering, hygiene and other expectations described in this plan. Noncompliance is subject to disciplinary actions in accordance with the Webb Institute COVID-19 Disciplinary Policy.

Lana Miller, Director of Human Resources, is responsible for health monitoring of faculty and staff. The Health Monitor for Faculty and Staff is responsible for ensuring that:

- all employees perform daily health screening,
- visitors hosted by faculty and staff are entered into the Visitor's Log and perform daily screening,
- personnel with positive screening are instructed to seek medical services and if on campus, are immediately sent home, and,
- contract tracing is performed for faculty and staff who have tested positive for COVID-19.

Marissa Alperin, Assistant Director of Student Affairs, is responsible for health monitoring of students. The Health Monitor for Students is responsible for ensuring that:

- students on campus perform daily health screening,
- visitors hosted by students are entered into the Visitor's Log and perform daily screening,

- students with positive screening are quarantined and receive appropriate medical attention and testing if needed,
- students in quarantine or isolation are monitored, receive meals, and are provided for as needed, and,
- contact tracing is performed for students who have tested positive for COVID-19.

Lauren Carballo, Director of Admissions and Student Affairs, is responsible for interfacing with:

- the Nassau County Department of Health,
- the physicians at Northwell Health Physician Partners Family Medicine providing support to Webb,
- the COVID-19 test facilities utilized by Webb, and,
- monitoring for early warning signs of COVID-19 spread on campus.

John Ferrante, Director of Facilities is responsible for:

- ensuring the facilities are cleaned and sanitized in accordance with this plan,
- maintaining the Cleaning Log documenting the date, time and scope of cleaning and disinfection,
- procuring PPE, cleaning supplies, disinfectants, etc.,
- maintaining the HVAC systems and air purifiers, and,
- ensuring that contractors working on campus perform daily screening tests and abide by the provisions of this plan.

VIII. MONITORING

a. Pre-Arrival

During the 14 days prior to their return to Webb, students are asked to take special precautions to minimize their potential exposure to COVID-19. All students, faculty and staff are required to health screen for 14 days prior to returning to Webb. Any students, faculty or staff that experience symptoms during this period or come in close contact with a suspected COVID-19 case must (1) not return to campus, (2) have a COVID-19 test completed, and, (3) self-quarantine until test results are received. If test results are negative, they may come to campus. If positive, they must follow protocols for isolation and retesting before coming to campus.

b. Health Screening

Mandatory daily health screening of students must be done prior to attending class. Employees will health screen prior to commencement of each workday. Visitors will health screen before entering Webb buildings. Employees and visitors are required to answer questions regarding whether they have been in close contact with an infected person, tested positive, or experienced any symptoms of COVID-19 in the last 14 days.

Students, faculty and staff are required to immediately disclose if they experience symptoms or come in contact with infected individuals, including while they are not on campus.

Visitors shall provide their contact information necessary for future contact tracing. Visitors will not be given access to Webb buildings if they screen positive or do not provide complete contact

information. Visitors who screen positive for COVID-19 symptoms will be requested to immediately leave campus. Visitors will be requested to immediately notify Webb should they experience COVID-19 symptoms within 14 days following their visit Webb.

A Visitors Log will be maintained with data on each visitor permitted to enter campus buildings. This log will include name, contact information, and health screening data.

c. Testing

Webb is contracting with Enzo Clinical Labs to perform COVID-19 nasal swab tests. All students will be tested shortly after arriving Glen Cove. For the initial test, test stations will be set up on the Webb campus and at the Glen Cove Mansion. Every student is required to be available for testing at the assigned time. A student's health insurance should cover the cost of this test. In the event the health insurance will not cover the cost of the test, Webb will pay for the test.

Should symptomatic individuals or those coming in close contact with infected individuals require testing over the course of the semester, these tests will generally be administered at the Enzo Clinical Labs facility in Farmingdale.

Enzo Clinical Labs will provide test result notification to each individual tested. Should a student receive notification of a positive test, the student is required to immediately notify the Director of Admissions and Student Affairs and immediately return home if their home address is within 300 miles of campus or move to an assigned isolation room.

Webb's partnering physician at Northwell Health Physician Partners Family Medicine is also provided with all test results. In accordance with NY State directives, the NY State Department of Health will be informed of any positive test results by Enzo Clinical Labs.

IX. CONTAINMENT

a. Early Warning Signs

The Director of Admissions and Student Affairs is responsible for monitoring early warning signs of an outbreak of COVID-19, ensuring that health screening and COVID-19 test results are monitored and contact tracing is supported as required.

b. Response for Positive Screening and Testing -- Students

Any student who has close contact with a person with COVID-19 or is COVID-19 symptomatic is required to immediately notify the Director of Admissions and Student Affairs or the Assistant Director of Student Affairs.

A student who screens positive for COVID-19 symptoms will be asked to return home if his or her home address is within 300 miles from the Webb campus. Otherwise, the student will be placed in designated quarantine housing on the Webb campus.

If a student tests positive for COVID-19, the student must isolate for a minimum of 14 days and will not be permitted to return to campus until cleared by a physician.

If a student has close contact with a person with COVID-19 and is symptomatic, the student must quarantine for 14 days. Even if symptoms are deemed not related to COVID-19, the student must quarantine for 14 days or until the individual has tested negative for COVID-19, whichever comes first.

If a student is COVID-19 symptomatic, the student must quarantine for 14 days or until the individual has tested negative for COVID-19, whichever comes first.

If a student has close contact with a person with COVID-19 and is asymptomatic, the student must quarantine for 14 days or until the student has tested negative for COVID-19, whichever comes first.

A student with a home address within 300 miles of the Webb campus will be asked to quarantine or isolate at home. Otherwise, students will quarantine or isolate on campus in housing designated for these purposes.

c. Response for Positive Screening and Testing -- Employees

Employees who are alerted that they have come into close or proximate contact with a person with COVID-19 via tracing, tracking or other mechanism are required to self-report to Lana Miller, Director of Human Resources, at the time of alert.

An employee who screens positive for COVID-19 symptoms will not be allowed on campus. The employee will be provided instructions to contact their healthcare provider for assessment and testing.

If an employee or visitor screens positive or is symptomatic upon arrival at Webb or becomes sick during the day, the employee or visitor will be separated and sent home immediately. The individual will be provided instructions to contact their healthcare provider for assessment and testing.

If an employee tests positive for COVID-19, the individual may only return after completing 14 days of self-quarantine.

If an employee has close contact with a person with COVID-19 and is symptomatic, the individual the employee may not return to campus until either the individual has tested negative for COVID-19 or completed 14 days of self-quarantine. Even if symptoms are deemed not related to COVID-19, the individual must complete a 14-day quarantine or test negative for COVID-19 after the contact.

If an employee is COVID-19 symptomatic, the employee may not return to campus until either the individual has tested negative for COVID-19 or completed 14 days of self-quarantine.

If an employee has had close contact with a person with COVID-19 and is asymptomatic, the employee may not return to the campus until either the individual has tested negative for COVID-19 or completed 14 days of self-quarantine.

d. Facilities for Quarantining and Isolating Students

NY State has imposed quarantine requirements on travelers from certain states with significant COVID-19 infections rates. It is anticipated that 50% of the student body will be subject to this requirement. Rooms in the Glen Cove Mansion will be rented to house these students beginning August 23 and continuing until quarantine requirements are met. These students will be tested for COVID-19 shortly after arriving Glen Cove. If a student tests negative and NY State law allows, the

student may return to campus after 7 days of quarantine at the Glen Cove Mansion. Otherwise, the quarantine period will be for 14 days.

Following this period, Webb will utilize designated housing on campus to quarantine and isolate students. Two rooms over the gym, eight rooms in Luckenbach Graduate Center, and two rooms in the Whitehouse will be used for this purpose. Four rooms in the President's House are available for emergency use. Once the repurposing of the STH classrooms to dormitories is completed (projected for late September), nine rooms on the 2nd floor of the Robinson Tank Building will become available for quarantine and isolation use.

Students in quarantine or isolation will have remote access to their classes, will be monitored by the Department of Admissions and Student Affairs (DASA), and will be delivered meals.

e. Contact Tracing

It is the responsibility of the local health department to implement monitoring and movement restrictions of infected or exposed persons. Cases diagnosed on campus will be referred to the Nassau County Department of Health for contract tracing. Webb will cooperate with the local health department to trace contacts. Confidentiality must be maintained in accordance with federal and state law.

Students, faculty and staff are asked to maintain a continuous log identifying individuals they may have been in close or proximate contact (within 6 feet for more than 5 minutes). If they develop COVID-19 symptoms or test positive, they will be expected to share their contact log with the Webb Institute and NYSDOH tracers and can expect the tracers to contact them with follow up questions. Three members of the Webb staff have taken contact tracer training.

X. SHUTDOWN

Webb will continuously monitor any spread of infections in the campus community. If upward trends in symptomatic persons or positive cases merit further action beyond quarantine and isolation measures, the Institute will establish a quarantine-in-place process where all classes will be taught remotely. If an increase in COVID-19 cases exceeds our ability to effectively quarantine and isolate students, a shutdown will be declared. A shutdown may also be mandated by the State or other governmental authority.

In the event of shutdown, all students will be asked to return home. Students will be allowed 48 hours to pack their personal effects and vacate campus, and a five continuous day break will be granted to enable students to return home. The semester will be extended as necessary to maintain the required weeks of instruction.

Students in quarantine or isolation will be provided with necessary care and meals until they are able to return home. If students are unable to return home, on-campus housing will be provided until they are able to return home.

REVISIONS

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| Rev. A | 9/26/20 | <ol style="list-style-type: none">1. Revised paragraph III.a: Eliminated requirement for physical distancing provided the individuals are outside, wearing face coverings, and members of the Webb Community.2. Revised paragraph V.c: Revised for minimum four-foot spacing for outdoor dining seating.3. Revised paragraph V.d: Revised to permit offshore sailing, non-contact sports, and use of the gymnasium, and referenced the Webb Institute COVID-19 related policies for offshore sailing and athletics. |
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