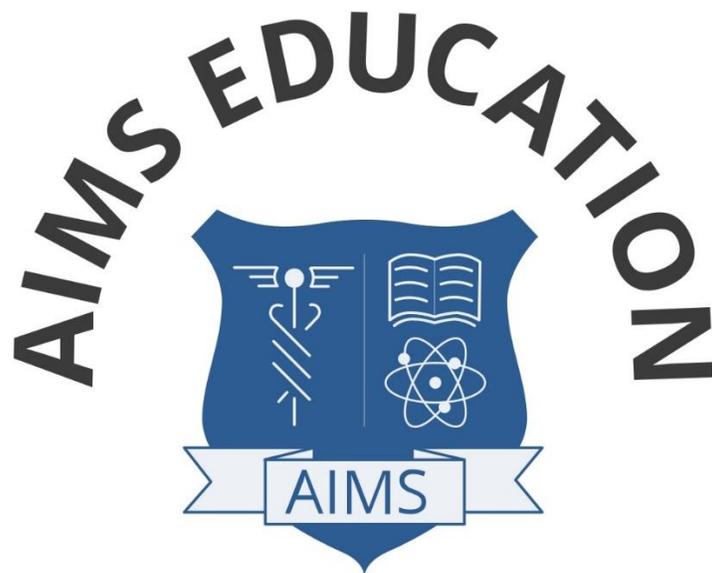


RETURN TO CAMPUS

COVID-19 Health and Safety Plan



Excellence & Success

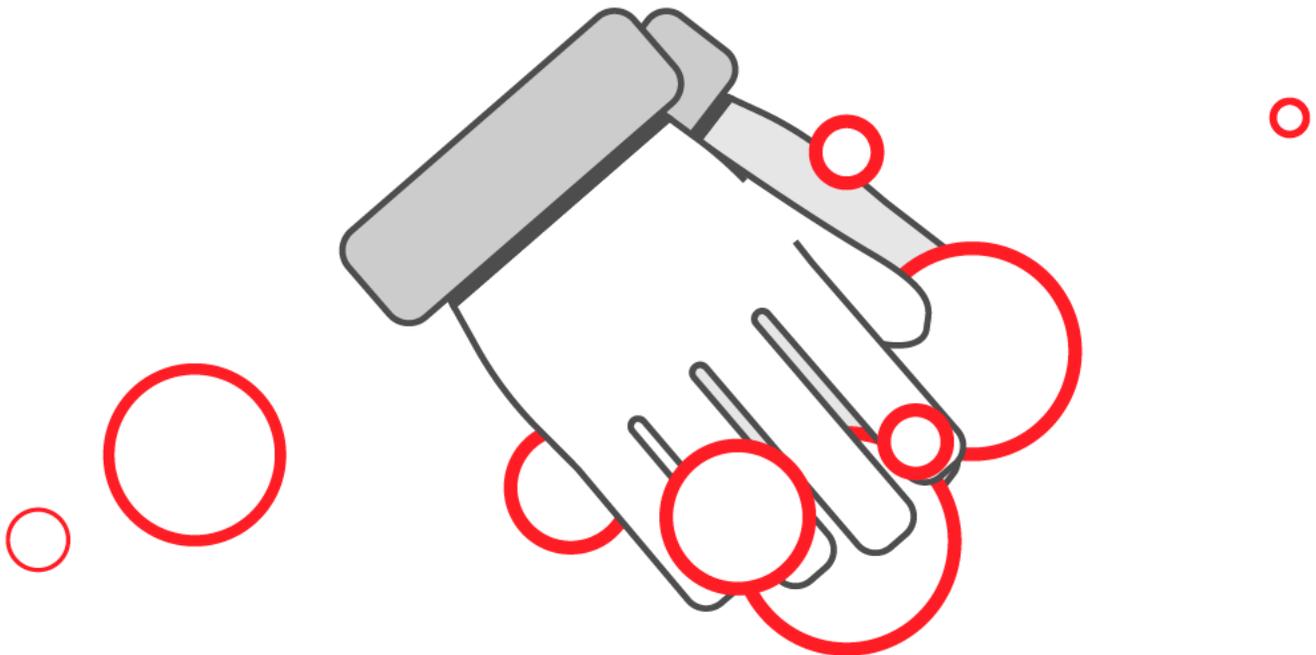
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Introduction

At AIMS Education, it is our priority to keep our school community healthy, especially in the midst of the COVID-19 pandemic. As such, we will abide by governmental guidelines when possible as we strive to balance public health concerns with the needs of our students. This return to campus action plan has evolved into the institutional health and safety protocols for COVID-19. The policies in this plan, which pulls from Centers for Disease Control and Prevention (CDC) and Occupational Safety and Health Administration (OSHA) guidance, highlight the responsibilities of the entire school community, and outline the steps AIMS Education is taking to address COVID-19.

While the institution is implementing various protocols to ensure everyone's safety, it's up to each individual to execute on these protocols daily. By releasing this updated health and safety plan, AIMS Education hopes to clearly communicate our plans moving forward, highlight institutional protocols in place to protect your safety, and establish a level of comfort for all of our faculty, students, and staff as we continue to navigate this public health emergency.



Return to Campus Timeline

Due to the evolving nature of the COVID-19 pandemic, creating an exact timeline for resuming “normal” operations is not feasible. AIMS Education will continue to monitor applicable state and local guidance as we begin to reopen the school.

School Closure

AIMS Education was closed to all students during this phase. All classes were being taught remotely in a virtual classroom environment, and most of our administrative offices were operating remotely.

Under Executive Order 155, Governor Murphy allowed private career schools to resume in-person instruction, including laboratory or clinical components, on or after July 1, 2020.

AIMS Education resumed in-person instruction for select classes on July 6, 2020. Initially, only lab training and exams are permitted on campus. All theory instruction will continue to be taught online until further notice.

Phase One

Under Phase One, the AIMS campus partially reopened to faculty, students, and staff. Social distancing protocols are in place and campus modifications have been used to ensure social distancing can be maintained when possible. The following protocols are in place to ensure the safety of our entire school community.

Staff:

- **Workstation modifications** – The office layout will be modified, if needed, to create at least 6 feet of distance between employee workstations. If 6 feet of distance is not possible, then sneeze guards and/or office occupancy limits are available.
- **Limitations of in-person meetings** – Until all social distancing requirements are lifted, AIMS Education recommends virtual meetings when possible. Employees who are in the office should avoid gathering in groups. If gathering in a group is unavoidable, then maintaining 6 feet of distance is required.

Faculty and Students:

- **Lab** – Lab training is permitted on campus. The majority of theory classes are being taught remotely.
- **Limited / Staggered schedules** – AIMS Education has implemented staggered and/or rotating schedules for classes. The schedules may be staggered hourly or daily to limit the number of classes/students on campus at one time.
- **PPE provided** – Due to the nature of the hands-on training that occurs during labs, it is not possible to maintain social distancing at all times. Close contact with other students or faculty may be required in certain lab situations. To ensure the safety of faculty and students, AIMS Education will be providing mandatory personal protective equipment (PPE) for lab training.

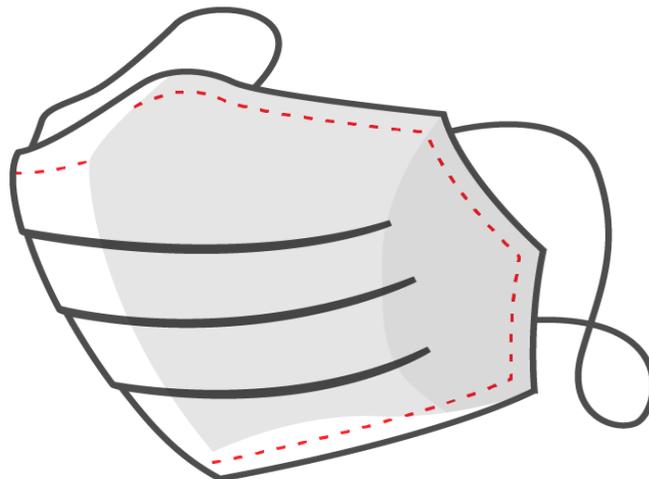
In addition to the protocols mentioned above, AIMS Education may implement additional guidance during Phase One that is designed to promote campus safety.

Phase Two

Under Phase Two, AIMS Education will reopen to all faculty, students, and staff. We will continue to implement various protocols to ensure the health and safety of our school community.

Considerations

It's important to note that these phases are tentative and are subject to change based on state and local guidance, and the pandemic itself. Should a COVID-19 outbreak occur on campus, our plan may change in an effort to protect our school community.



Campus Protocols

AIMS Education has implemented various campus protocols designed to preserve the health and safety of our school community. This section further explains these protocols.

Screening, Exposure, and Confirmed Illness Protocols

Keeping the entire school community safe is our priority. To accomplish this task, we have created various procedures for self-health screenings, dealing with exposure to COVID-19, responding to a confirmed case of COVID-19, and reporting transparency.

Faculty, students, and staff are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess each individual's health status prior to entering the campus and for members of the school community to report when they are sick or experiencing symptoms.

COVID-19 Symptoms

Below is a list of the most common COVID-19 symptoms. These symptoms may appear 2-14 days after exposure to the virus.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Protocol for Sick Faculty and Staff

Faculty and staff who are feeling sick are asked to stay home and contact HR. Individuals who have symptoms of acute respiratory illness, should immediately seek medical attention and follow the guidance of a health care provider. Staff with symptoms are required to work remotely (if approved) or take PTO. Faculty and staff who have been diagnosed with or are aware they've been directly exposed to COVID-19 should notify HR.

Protocol for Sick Students

Students who are feeling sick are asked to stay home. Students who have symptoms of acute respiratory illness, should immediately seek medical attention and follow the guidance of a health care provider. Students who have been diagnosed with or are aware they've been directly exposed to COVID-19 should notify their instructor and/or the school administration.

On-Campus Screening Protocols

Faculty, students, and staff are required to do a self-health check prior to coming on campus. In addition, they will be required to do a temperature check as they enter any campus buildings.

Confirmed Illness Protocol for Unvaccinated Individuals

Individuals who test positive for COVID-19, have a fever and at least one other COVID-19 symptom, have loss of taste or smell and at least one other COVID-19 symptom, or believe they have been infected, will not be allowed on campus. They will be instructed to follow the advice of a qualified medical professional and self-quarantine. When self-quarantining, the following protocols should be followed:

- Stay away from other people in your home as much as possible, staying in a separate room and using a separate bathroom if available.
- Do not allow visitors.
- Wear a face mask if you have to be around people.
- Avoid sharing household items, including drinking cups, eating utensils, towels, and bedding.
- Clean high-touch surfaces daily.
- Continue monitoring your symptoms. Call your health care provider if your condition worsens.

Confirmed Illness Protocol for Vaccinated Individuals

Individuals who test positive for COVID-19, regardless of vaccination status, will not be allowed on campus. They will be instructed to follow the advice of a qualified medical professional and self-quarantine. When self-quarantining, the following protocols should be followed:

- Stay away from other people in your home as much as possible, staying in a separate room and using a separate bathroom if available.
- Do not allow visitors.
- Wear a face mask if you have to be around people.
- Avoid sharing household items, including drinking cups, eating utensils, towels, and bedding.
- Clean high-touch surfaces daily.
- Continue monitoring your symptoms. Call your health care provider if your condition worsens.

COVID-19 Exposure

Anyone who has been in close contact (less than 6 feet for a total of 15 minutes or more, over a 24-hour period) with a person who has COVID-19, will be required to self-quarantine for 14 days based on the following types of exposure:

- Person with COVID-19 who has symptoms – Exposure occurs in the period from 2 days before symptom onset until they meet criteria for discontinuing home isolation.
- Person who has tested positive for COVID-19 but has not had any symptoms – Exposure occurs in the 2 days before the date of specimen collection until they meet criteria for discontinuing home isolation.

Vaccinated and recently recovered individuals are not required to quarantine after exposure. However, they are required to get tested for COVID-19 three to five days after being exposed to a confirmed case.

- Fully vaccinated persons (at least 2 weeks have passed since their final vaccine dose) who show no symptoms of COVID-19.
- Individuals who have tested positive for COVID-19 in the past 3 months, have fully recovered, and have no current symptoms.

After an on-campus exposure, most on-campus labs, classes, and exams will proceed as scheduled for vaccinated students.

Notification of Illness

Any AIMS Education student who has tested positive for COVID-19 must notify their instructor as soon as practicable. Any faculty or staff who tests positive, must notify HR. Those who test positive will be asked to assist with contact tracing. This information will be tracked separately from personnel and student records.

Return to Campus after Illness

Individuals who have tested positive for COVID-19, or unvaccinated individuals who likely have COVID-19, should not return to campus until the conditions outlined in the table below are met.

Likely Case of COVID-19 is defined as having a fever and at least one other COVID-19 symptom, or having loss of taste and smell and at least one other COVID-19 symptom.

Return to Campus Requirements	
Symptom-Based Method	Test-Based Method
<p>Individuals may return to campus if:</p> <ul style="list-style-type: none">• They have not had a fever for at least 24 hours and have not used fever-reducing medication during that time; AND• Coughs and other symptoms have improved; AND• Ten days have passed since they first experienced symptoms (twenty days for severe cases or immunocompromised individuals); AND• They provide a doctor's note that states they did not have a severe case of COVID-19 and they are not immunocompromised. <p><i>A doctor's note is not required if 20 days have passed since they first experienced symptoms.</i></p> <p>Individuals exposed to COVID-19 may return to campus if:</p> <ul style="list-style-type: none">• They have had no symptoms; AND• 14 days have passed since last exposure; OR• 14 days have passed since the person who is sick has met the criteria for ending home isolation (see above)	<p>Individuals may return to campus if:</p> <ul style="list-style-type: none">• They have not had a fever for at least 24 hours and have not used fever-reducing medication during that time; AND• Coughs and other symptoms have improved; AND• They have received two negative COVID-19 tests in a row. <p><i>The negative tests must be taken consecutively, at least 24 hours apart, and after symptoms first appeared (or a positive test).</i></p>

Students who are absent for extended periods of time due to COVID-19 related circumstances may be required to take a Leave of Absence.

Return to Campus Requirements for Vaccinated and Recently Recovered Individuals

Individuals who are considered likely cases of COVID-19 are not required to follow the standard return to campus protocols if:

- They are fully vaccinated; OR
- They have tested positive for COVID-19 in the past 3 months and have fully recovered

Fully vaccinated and recently recovered persons are permitted to return to campus if:

- They have not had a fever for at least 24 hours and have not used fever-reducing medication during that time; AND
- Coughs and other symptoms have improved

The updated protocols provided above only apply to likely cases of COVID-19. All individuals who test positive for COVID-19 are required to follow the standard return to campus protocols.

Illness Unrelated to COVID-19

Faculty, students, and staff with an illness that is unlikely to be COVID-19 are permitted to return to campus when all symptoms have improved. Students who suffer from ongoing allergies will be permitted to return to campus if they provide a doctor's note. The note must state that they have allergies and their symptoms are not related to COVID-19.

COVID-19 Vaccination Requirements

It is strongly recommended that all faculty, students, and staff get vaccinated for COVID-19. Individuals who choose not to get vaccinated are required to sign a health waiver form. Students must also sign the internship disclosure form.

Beginning September 1, 2021, COVID-19 vaccination is mandatory for all new students. Students must submit proof of the 1st vaccine dose prior to their first day of class. For vaccines that require two doses, proof of the 2nd dose must be submitted within 6 weeks of starting class.

Acceptable COVID-19 vaccines include all FDA approved vaccines and all vaccines approved for emergency use by the World Health Organization (WHO). Students who have not received a vaccine approved by the FDA or WHO will be required to get revaccinated.

Clinical sites may have different vaccination requirements. If a clinical site does not accept a student's vaccine type, then the student will be required to get revaccinated. This may delay the start of the clinical internship.

In rare cases, a medical or religious exemption may be granted. Students must submit the request in writing, provide supporting documentation, and sign the health waiver and internship disclosure form. Each exemption request will be reviewed, and a decision will be made based on the validity of the request.

Medical or religious exemptions approved by AIMS do not apply to the clinical internship. Students must submit a separate exemption request directly to their clinical site. Exemptions are not guaranteed. AIMS Education cannot guarantee internship placement for students who are not vaccinated.

Travel Restrictions

Individuals traveling internationally or traveling to any states beyond the immediate region (New York, Connecticut, Pennsylvania, and Delaware) are required to self-quarantine.

- If travel is unavoidable, students should consider getting tested with a viral test (not an antibody test) 3 or more days after the trip.

- If students test positive, they must follow the return to campus requirements listed above.
- If students test negative, they should quarantine for a full 7 days after travel.
- If testing is not available (or if the results are delayed), students should quarantine for 10 days after travel.

Vaccinated and recently recovered individuals are not required to quarantine after traveling. However, they are required to get tested for COVID-19 three to five days after returning from international travel.

- Individuals who are fully vaccinated prior to travel (at least 2 weeks have passed since their final vaccine dose) and show no symptoms of COVID-19.
- Individuals who have tested positive for COVID-19 in the past 3 months, have fully recovered, and have no current symptoms.

Health and Safety Protocols

The health and safety of our school community relies on how well our faculty, students, and staff follow social distancing and health and safety protocols. As such, the following protocols have been implemented to ensure your health and safety. Please bring any concerns regarding the following protocols to the school administration or the HR Department.

Mask Requirement

Proper masks must be worn when entering and exiting any campus buildings, and when using common areas such as classrooms, labs, bathrooms, cafeterias, shared offices, and the lobby. AIMS Education will maintain an inventory of disposable masks and gloves that will be available upon request.

In addition, individuals are strongly encouraged to wear masks when in public and when social distancing of 6 feet or more cannot be guaranteed.

Social Distancing Protocol

The following protocols for social distancing will be followed on campus.

- Stay 6 feet away from others when in classrooms, offices, or common areas. Vaccinated individuals are not required to social distance while using in the cafeteria.
- Avoid direct contact with others (e.g. no handshakes).
- Avoid gathering in groups when entering and exiting campus facilities.
- Follow any posted signage regarding COVID-19 social distancing practices.

These social distancing guidelines will remain in effect until you are notified otherwise. Please monitor the AIMS website and your email, and adhere to any additional guidance as it is provided.

General Health and Hygiene

Practicing good hygiene is essential to prevent the spread of COVID-19. Do your part by practicing good hygiene at work and at home:

- Personal hygiene and handwashing signs will be posted throughout all campus buildings.
- Regularly wash your hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of your shift or class, prior to any mealtimes,

and after using the toilet. Hand-sanitizer (with greater than 60% alcohol) can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

- Hand sanitizer will be readily available throughout the campus including all entrances.
- Cover your mouth and nose with your sleeve or a tissue when coughing or sneezing. Dispose of tissues in the trash and wash or sanitize your hands immediately afterward.
- Avoid touching your face, in particular your mouth, nose and eyes, with your hands.

AIMS Education will have hand sanitizer available throughout the school. We have limited amounts of these supplies and will continue to restock as they are able. It is suggested that faculty, students, and staff wash their hands more frequently than normal.

Personal Protective Equipment (PPE)

All faculty and students who are participating in lab training will be provided a face shield. Faculty and students are required to wear masks at all times on campus. If the mask needs to be temporarily removed (e.g. drinking or eating), the students must maintain at least 6 feet of social distance when possible.

Faculty are only permitted to remove their masks during instruction under the following conditions:

1. They are wearing a face shield; AND
2. They are able to safely maintain 6 feet of social distance.

Face Shields must be worn in the lab when faculty and students are unable to maintain social distance. If visibility is a concern during practical training, students are permitted to remove their face shield under the following conditions:

1. The patient/volunteer is wearing a mask and face shield; AND
2. Any other faculty or students within 6 feet are wearing a mask and face shield; AND
3. The student is wearing a mask.

Proper Type of Mask

It is strongly recommended that faculty and students wear KN95 or N95 masks while in the medical labs. Surgical style masks that cover both the mouth and nose are also permitted for faculty, students, and staff. Disposable surgical masks and surgical style masks made from fabric are both acceptable.

The following face coverings are not allowed on campus: Neck gaiters, bandanas, scarves, buffs, and masks that have exhalation valves. Individuals wearing one of these face coverings will be asked to put on a proper mask or leave the campus.

Proper Use of Mask

The guidelines provided below will ensure the effectiveness of your mask.

How to Put on your Mask:

- Wash your hands before putting on your mask
- Put it over your nose and mouth and secure it under your chin
- Secure bands or ties on back of neck and head, or around ears.
- Try to fit it snugly against the sides of your face

- Make sure you can breathe easily
- Keep the covering on your face the entire time you're in public spaces
- Don't put the covering around your neck or up on your forehead
- Don't touch the mask, and, if you do, wash your hands

How to Remove your Mask:

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Do not touch your eyes, nose, and mouth when removing
- Wash hands immediately after removing.
- Place covering in the washing machine

How to Clean your Mask:

- Wash cloth face masks after each use
- Cloth masks can be washed in regular laundry
- Use regular laundry detergent and the warmest appropriate water setting for the material used to make the mask
- Dry the mask in a dryer at the highest heat setting
- Cloth masks can also be air dried by laying flat or placing it in direct sunlight.

Cleaning and Disinfecting Protocol

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of all classrooms, labs, offices, and common areas.

Communication and Training

The Return to Campus plan has been posted on the AIMS Education website and emailed to all faculty, students, and staff. Faculty will review the health and safety protocols with new students before coming on campus. The school administration continues to monitor the effectiveness of the plan and make updates as needed.

Clinical Internship

This policy is not applicable to students who are in the clinical internship phase of their program. In those situations, the students must abide by the policies of the clinical site. Those who are symptomatic, test positive for COVID-19, get exposed to COVID-19, or travel out of state or internationally, must follow the self-isolation and quarantine protocols of the clinical site. Students can return to their site as soon as permission is given by the clinical site supervisor.

Conclusion

As COVID-19 continues to pose a threat, AIMS Education will continue to prioritize the health and safety of our community. The protocols listed in this COVID-19 Health and Safety Plan will remain in effect until you are notified otherwise.

We encourage all faculty, students, and staff to get vaccinated for COVID-19 as soon as possible. As of September 1, 2021, vaccination will be mandatory for all new students. The best way to beat this virus, and return to normal, is through vaccination. If you have any questions or concerns about the safety and benefits of vaccination, please visit the links below.

Real-world evidence continues to demonstrate that the COVID-19 vaccine is safe and effective.

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/safety/safety-of-vaccines.html>

A study released by the CDC on June 7, 2021 further confirms the effectiveness and benefits of getting vaccinated.

<https://www.cdc.gov/media/releases/2021/p0607-mrna-reduce-risks.html>