

# Academy Model United Nations

## *COVID-19 Guidelines*

### BERGEN COUNTY ACADEMIES

200 Hackensack Avenue, Hackensack NJ 07601 (201) 343-6000 Fax: 201-996-6952

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Dear Delegates and Faculty Advisors,

Welcome to the twenty-third session of the Academy Model United Nations! We are pleased to welcome you back to the Bergen County Academies campus in Hackensack, New Jersey for this year's AMUN. Due to the ongoing COVID-19 pandemic, delegate safety and conference hygiene have become far more important than ever before. The challenges of holding a safe, in-person conference are at the front of our minds, as we are sure they are for you. Noting the unique circumstances of this year's conference, you will find enclosed in this document detailed information on the exact steps being taken at this year's AMUN to protect against COVID-19.

This includes:

1. **Mask and vaccine** consideration
2. **Contactless check-in** prior to the conference
3. **Socially distanced** ceremonies, committees, and mealtimes
4. **Sanitizing** classrooms between visits

...and more!

We appreciate your patience as we work tirelessly to keep delegates safe, and we hope that the information included in this document is sufficient to satisfy any concerns you may have about COVID-19 at our conference.

Please contact [anjanb22@bergen.org](mailto:anjanb22@bergen.org) and [markra@bergen.org](mailto:markra@bergen.org) with any questions about AMUN XXIII or our COVID precautions. Thank you, and we look forward to welcoming you to AMUN XXIII!

Best,

Anjali Anbu & Mr. Mark Kramer

Secretary-General of AMUN XXIII & BCA Lead Model UN Advisor

### **Bergen County Academies: Hackensack Campus**

The Bergen County Academies are located at 200 Hackensack Avenue in Hackensack, New Jersey, and currently serve our full 1,000 student body on a full-time (non-hybrid) in-person schedule. As of a recent survey by the school administration, approximately 90% of our student body have received at least one vaccine for COVID-19. While students will be present in the building during contactless check-in due to dismissal procedures, all committee rooms will be sanitized prior to entry by delegates, and all BCA students will vacate the building by 4:30 PM.

There are many COVID-19 precautions already in place within the school that are not specific to AMUN and will continue at all times when delegates are in the building.

These include:

*Masking / Vaccination:* At the moment, in accordance with state law, **masks for AMUN are mandatory except during meals, and barring extenuating circumstances.** Furthermore, to guarantee AMUN is safe and COVID free, **all participants must show proof of vaccination or a negative COVID test result from the preceding 7 days.** Please keep in mind that our COVID guidelines will continue to evolve as time goes on, so our vaccine and mask requirements are subject to change.

*COVID-19 Survey:* All delegates must complete a **survey the day of the conference** confirming that they are not experiencing any known symptoms of COVID-19. This survey will be provided to advisors and available via QR code as part of contactless check-in (see page 3).

These are the COVID precautions enforced directly by our school that will continue during AMUN XXIII. **In addition to these mandated precautions, we are also instituting a variety of AMUN-specific policies,** such as modified moderated & unmoderated caucus procedures, augmented procedures for arrival and dismissal, etc.

**Every delegate must agree to obey these guidelines as set forth in the terms of conduct or risk being ejected from the conference with no refund.**

## Keeping your Delegates Safe from Start to Finish

Listed below are the steps we are taking to ensure AMUN XXIII is as clean, safe, and engaging as ever!

### **During Registration (Contactless Check-in):**

- Delegates' body temperature will be checked with infrared thermometers.
- Contactless registration: QR code stations will be available for delegates to sign in and complete health forms.
  - Completion of health forms will be checked by AMUN staff before delegates are admitted to the opening ceremony.
  - Health forms will survey a variety of known COVID-19 symptoms, including but not limited to:
    - Cough
    - Chills
    - Fever
    - Nausea or vomiting
    - Difficulty breathing
    - Sore throat
    - Sudden loss of taste
    - Recent exposure
    - Positive COVID-19 test, etc.
  - Any delegate who does not submit the health form or responds positively to any of the symptoms listed will not be permitted to participate in the conference.
- As usual, name tags will be distributed during registration.

### **Opening Ceremonies:**

- Delegations will be admitted into the auditorium one by one.
- Delegates will be directed to specially designated seating areas for their committee to limit contact between delegates.
- To ensure adequate distancing, delegates will sit in every other seat, in every other row.
  - Spacing will be monitored by AMUN staff and designated by specialized signs and seating.
- After opening ceremonies, delegates will be dismissed by committee.
  - Committees that are furthest from the auditorium will be dismissed first.
  - Delegates will be led to committee by an AMUN staffer or their chair.

### **Committee:**

- Desk surfaces will be sanitized before every committee session.
  - Following dinner, delegates will be asked to dispose of their trash and clean their stations with provided antiseptic wipes.
- Delegates will be allowed into the committee room one by one.
  - Seats will be at least three feet apart as per BCA guidelines.

- Each country's seat will have their corresponding placard placed in front of it. Delegates will sit in their assigned seat. This way, delegates can proceed directly to their seats and prevent crowding in committee rooms.
- Moderated Caucuses:
  - To maintain social distancing as strictly as possible, delegates will speak at their seats during moderated caucuses.
  - Masks may **not** be removed while delegates are speaking.
- Unmoderated Caucuses:
  - Hallways outside committee rooms will be opened up for delegates to use during unmod.
    - Delegates are encouraged to spread out between the hallway and the committee room to maintain adequate distancing.
      - *Three feet social distancing will be strictly enforced by AMUN chairs.*
      - Masks must remain on during all committee and AMUN procedures, and must be worn properly to cover the nose and mouth.
    - Committee rooms will be chosen to have sufficient hallway space for each committee.
- To accommodate contact tracing, delegates will sign themselves in and out of committee in order to use the restroom.

#### **Dinner:**

- Delegates are encouraged to bring their own dinner to AMUN. Prepackaged food will also be served.
- Any committees located in a cafeteria will also have dinner there.
- Except for committees located in a cafeteria, all large and some medium sized committees will be directed to the gymnasium in shifts to have dinner. This will allow for adequate distancing during meals.
- The remaining medium sized committees and all small committees will have dinner in their committee room.
  - Prepackaged meal options will be delivered to the committee room by AMUN staff.
- While eating, delegates are ***strongly encouraged*** to distance by at least six feet to compensate for the removal of masks. This will be facilitated by the spacing of seating in the room.
  - Masks may ***only*** be removed while delegates are eating and drinking. At all other times, barring extreme circumstances, masks should be worn.

#### **Day 1 Dismissal:**

- As in previous years, delegates will be instructed to stay in their committee rooms until their delegation is called for dismissal over the PA system.

#### **Closing ceremony:**

- As in previous years, delegates will be dismissed to the auditorium by committee to prevent crowding.
- Delegates enter the auditorium one by one to be seated by ***delegation***. This will facilitate a smooth dismissal after the ceremony. A seating chart indicating where each delegation is to sit will be sent out prior to the conference.

- Committees will be dismissed two at a time, and delegates from each committee will be seated before the next two are called.

Our chairs and staff will be monitoring participants to ensure compliance with our guidelines, and delegates are encouraged to report violations to their chairs or staffers. We treat our delegates' and staff's health and safety with the utmost seriousness. Any AMUN participant who ignores or violates these COVID guidelines will risk expulsion from the conference without refund.