

COVID-19 Protocols

Student Services
COVID-19
Planning Model



July 9, 2020

Student Services COVID-19 Planning Model

Academic Semester Planning Task Force

Stage 1 | Pre-Arrival

- 1) Assigning only one student per room
- 2) Explanation of rules and expectations
- 3) Checklists of required items (masks, thermometers)
- 4) Sign-off on residence agreements
- 5) Confirmation of arrival schedule
- 6) Preparatory work with off-campus students, landlords, and community
- 7) Prepare for positive test result (quarantine and contact tracing)
- 8) Prepare for alterations to Emergency Declaration or Public Health Orders

Stage 2 | Arrival (including self-isolation)

Residence

- 1) Arrival and move-in schedule and protocols - limited to no access by non-Acadia students.
- 2) International and other Canadian students (outside Atlantic Bubble of New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland and Labrador) arrive for self-isolation period
 - a. During self-isolation, each section or floor will be divided into multiple sections to create smaller “bubble units” for emergency evacuation protocols and/or scheduled mental wellness periods.
- 3) Atlantic Bubble students arrive for the start of the semester after self-isolation period is completed (this could expand or contract based on provincial and federal agreement developments).

Off-Campus

- 1) Communication of arrival and self-isolation expectations for students entering Nova Scotia.
- 2) Student self-declaration of arrival (international students will require written support from the university for Canadian border access requirements, so Acadia will be able to predict international off-campus student numbers accurately).
- 3) Coordinated support through community volunteer efforts (food and supplies drop off / textbook drop off).
- 4) Online, phone and virtual access to campus health resources and student services.

Stage 3 | Academic Semester

The residences and public assembly spaces will operate under a three-phase model (red, yellow, and green).

Red will include all self-isolation protocols as well as public health directives and could include university-initiated requirements (alcohol and substance use ban).

Yellow would allow for some appropriate socially-distanced activities in residence and on-campus (following all public directives), that could include a campus bar or wet social events. This might also allow for guests in residence.

Green would see the resumption of regular operations absent any emergency conditions or public health directives (once the province has declared an end to the pandemic conditions).

Stage 3 includes the management of the following:

- 1) Controlled access to residences.
- 2) Guest and alcohol bans.
- 3) Resident ‘families’ for washroom access.
- 4) Health monitoring (monitoring of temperature and symptom assessment by 811 for testing).
- 5) Explore testing options based on the assessment threshold.
- 6) Protocol for wearing masks in residence and academic buildings, as well as campus travel.

Stage 4 | Semester Break

- 1) Return to home and return to campus planning.
- 2) Stay-in-Place residency planning.
- 3) International and other Canadian students (outside Atlantic Canada) arrive for the self-isolation period before the beginning of next semester.

Dining Services

Self-Isolation Period

Option A (to be planned and reviewed with local public health officials)

Meals will be prepared in the Wheelock Dining Hall kitchen and served in the Dining Hall by Chartwells (Acadia Food Service provider). Residence “bubble units” consisting of students in that particular bubble will attend as a group for

dining. Each bubble will have designated times to attend, and appropriate social distancing and cleaning protocols will be used. Plated meals, wrapped utensils, labelled routes, and frequent cleaning will be active components of the strategies.

This option also serves as a deliberate mental wellness strategy by creating a managed opportunity for access to fresh air and a physical exercise (walking) period.

Option B

Meals will be prepared in the Wheelock Dining Hall kitchen and delivered by Chartwells (Acadia Food Service provider) staff to the main residence entrance. Safety and Security staff will deliver the meals to the residents, leaving them outside the room door. The tray and utensils will be disposable, and each delivered meal will include a bag for all items to be placed in by the resident for disposal once the meal is consumed. The bag will be placed outside the room for pickup and disposal by custodial staff.

Academic Semester

Meals will be prepared in the Wheelock Dining Hall kitchen and served in the Dining Hall by Chartwells (Acadia Food Service provider). Social distancing plans (up to 50, 51-100, 101-150, 151+) will be created for sit down meal service in coordination with classroom schedules. The ideal scenario within social distancing requirements would be 50% capacity (approximately 240 individuals). Plated meals, wrapped utensils, labelled routes, and frequent cleaning will be active components of the strategies.

Custodial Services

Acadia Physical Plant Services will be responsible for the following:

- 1) Room preparation including bedding sheets, blankets, pillowcases, towels and facecloths (International Students and Canadian students requiring self-isolation).
- 2) Daily preparation and cleaning of garbage stations and pick up outside rooms, compost pickup, bathrooms foam down, kitchenette cleaning, corridor floors auto scrubbed, stairs cleaned, and common areas cleaned.
- 3) Daily trucking pickup and discard of garbage/compost.
- 4) Laundry change on day 7 of bedding sheets, pillowcases, towels and facecloths, and blankets (self-isolation students).

Security

The Acadia University Department of Safety and Security will be responsible for the following:

- 1) Access Control Staff can be posted as needed at the main entrance of the occupied residence. They will monitor anyone entering or exiting via this door. A list of authorized persons will be maintained and kept at this position for the duration of the operation.
- 2) Patrol Staff will have a regular presence in residence to patrol the interior to ensure self-isolation guidelines are being met. Patrol staff will assist with meal delivery.
- 3) Access cards, including a lanyard, can be pre-printed and left at the room for use.
- 4) Student ID cards will be prepared after the self-isolation period.
- 5) A supplementary Fire Alarm Operation Plan will be implemented to ensure social distancing guidelines would be met.

Monitoring Student Health on Campus

The Nova Scotia Department of Health and Wellness and the Chief Medical Officer of Health will provide overall guidance and direction concerning a positive diagnosis. The Acadia Occupational Health Nurse will provide on-campus guidance and support in managing protocols. Residence students will receive training on recognizing and monitoring for symptoms of COVID-19 during the pre-arrival and arrival stages. Having the ability to recognize symptoms at an early stage can lead to faster access to being tested.

Public Health provides criteria for when people should be tested for COVID-19. Information for the public has been posted online at <https://when-to-call-about-covid19.novascotia.ca/en> and will be updated on novascotia.ca/coronavirus.

All students will be asked to complete an 811 online assessment. When online testing is not possible, students are asked to call 811 for assessment by a nurse. If a student has been instructed by an 811 nurse to attend an Assessment Centre, arrangements will be made for transportation to the closest Assessment Centre. Transportation can be provided by CJs Taxi, EHS (if an emergency) or from the Department of Safety and Security. The mode of transportation will be determined on a case by case basis. It will be dependent on the

severity of the symptoms and the availability of resources. Student Services is exploring the potential for testing at the campus Student Health Centre.

Positive Diagnosis for COVID-19

While awaiting the test results, typically available within 48 hours, the residence student will be required to quarantine within their assigned residence room. While in quarantine, the student will only be permitted to leave to attend the designated washroom on that floor. All other residents will be assigned an alternate washroom. Custodial staff will ensure that the washroom is well stocked and sanitized at all times. Custodial staff will also provide janitorial services during the period of the active quarantine. All appropriate PPE will be used by custodial staff while conducting their duties concerning the quarantine. Any contact tracing required will be initiated and coordinated by Public Health. Meals will be arranged through Chartwells and delivered to the student by Safety and Security staff wearing all appropriate PPE. Timings for meals will be pre-arranged and left outside the occupied room(s) so that there is no possibility of encountering a student in quarantine. The meal tray and utensils will be disposable, and each delivered meal will include a bag for all items to be placed in by the resident for disposal once the meal is consumed. The bag will be placed outside the room for pickup and disposal by custodial staff.

A phone will be provided within the room with all appropriate contacts, including Safety and Security, Residence Life, Counselling Services, Physical Plant, etc. Non-medical face masks and gloves will be provided to the student(s) in quarantine to be used whenever they leave their room to attend the washroom. Gloves will be disposed of after each use, and masks will be disposed of after the need to quarantine has finished. An appropriate receptacle will be available outside the room and collected regularly. Upon receiving negative test results, the quarantine will end, and all measures around the quarantine will end.

Communication and Compliance

The success of the Acadia University strategy will be based on a community harms reduction strategy of:

1) Caring for self and others

This component will include collaboration with the Acadia Students' Union and focus on the individual things each person can do to care for themselves and at the same time prevent harm to others (use of personal masks, social distancing and gathering size imitations).

2) Community focus

This component will include collaboration with the Town of Wolfville and Acadia Students' Union to create a positive sense of community and ensure students and residents have a respectful experience. This will include a focus on volunteering and helping to keep the community as a whole safe.

3) Compliance

Students are responsible for their actions under the terms of the Acadia University Non-Academic Judicial process, which is moving to an Acadia University Student Code of Conduct. Disruptive behaviours and failure to comply with rules and expectations (including health directives) will be managed under the Code. These expectations will be communicated as normal with some specific targeted efforts focused on the public health requirements. Residence students will sign-off on requirements to follow the stages in residence (red, yellow, green) and acknowledge that failure to do so can see consequences potentially escalate to parent involvement or removal from residence if compliance and cooperation is not occurring. Off-campus students will be advised of the health directives and campus access requirements directly and can be charged under the Code of Conduct for failure to comply. This component will include collaboration with the Town of Wolfville and Acadia Students' Union to share messaging, work with landlords to support communication, and have regular interaction with the RCMP and Town compliance officials to identify properties and residents of concern. Should these properties and residents of concern include Acadia students, Student Services will work to change and modify behaviours, including use of the Code of Conduct.

The focus in all three areas will include a declared position of working together to move forward and successfully manage the pandemic conditions.