



Columbia College
Vancouver, Canada

COVID -19 Safety Plan Presentation For Secondary Students

SEPTEMBER 2020



Agenda



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- **Responsibilities**
- **Understanding Risks & Assessing risk**
- **Hierarchy of Controls**
- **Protocols to reduce risk**
- **Violence Program**
- **Adjustment & Wellness**
- **Re-entry Toolkit**

Let's keep in mind to ...



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Be
Kind

Be
Calm

Be
Safe

Dr. Bonnie Henry, BC Provincial Health Officer

Responsibilities

You should

- **Know** the controls required to minimize your risk of exposure to COVID-19.
- **Participate** in COVID-19 related training and instruction, like you are doing now 😊
- **Follow** established work procedures and instructions as directed by the College.
- **Report** any unsafe conditions or acts to nca@columbiacollege.ca or to your Instructor.
- **Know** how and when to report if you are feeling sick.
- **Assess** yourselves daily for COVID-19 symptoms prior to entering the Main campus.

Understanding the Risk



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- The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face.
- The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near.
- The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

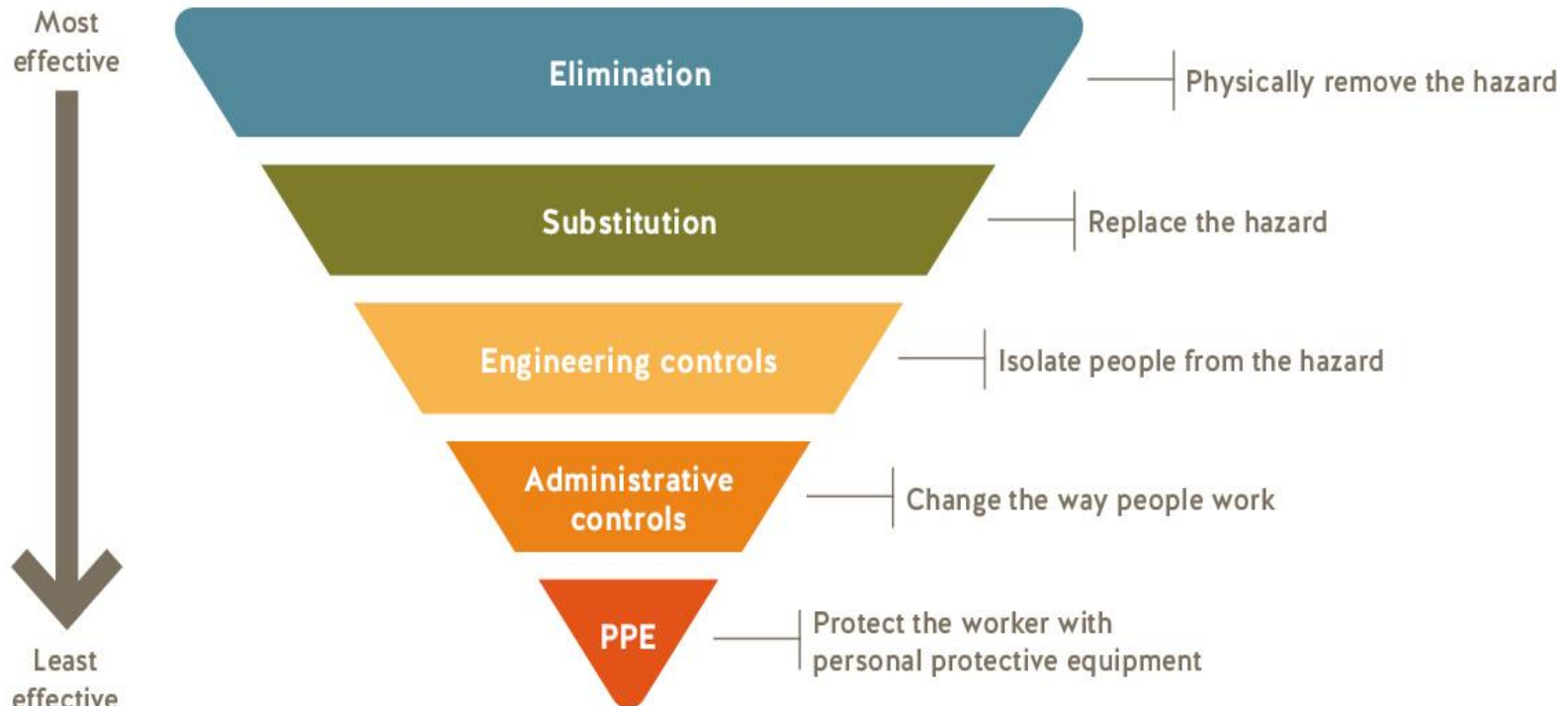
Risk Assessment & Controls



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After completing the risk assessment, the Hierarchy of controls is followed to systematically take action to minimize risk.

Hierarchy of controls





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Safety Controls

- **First level protection (elimination):** The College has limited the number of people in the Main campus by establishing occupancy limits, offering on-line university courses, and introducing protocols for monitoring and controlling the number of occupants at any one time. Support staff work-at-home schedules have been implemented. Workspaces have been rearranged to ensure that members are at least 2 m (6 ft.) from co-workers and students, with the exception of the 3rd floor which is designated for the Secondary Learning Cohort.
- **Second level protection (engineering controls):** In areas where physical distancing is difficult, plexiglass barriers have been installed where appropriate. Ventilation at the Main campus is a state-of-the-art system and is maintained on a regular schedule.



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Safety Controls

- **Third level protection (administrative controls):** Rules and guidelines, such as posted occupancy limits for shared spaces, designated delivery areas, cleaning practices, and one-way doors and walkways to keep people physically separated have been implemented.
- **Fourth level protection (PPE):** Masks are required when not on the 3rd floor and are encouraged in common areas and when social distancing is not possible. Masks are available at several locations including the Bookstore and the Security desk.



Protocols to reduce risk



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Accessing the Campus Safely

The symptoms of COVID-19 are similar to other respiratory illnesses, including the flu and common cold. They include **fever, chills, cough or worsening of chronic cough, diarrhea, vomiting, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell or taste, headache, muscle aches, and fatigue.**

Less common symptoms include:

Loss of appetite, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers or toes.

Symptoms can range from mild to severe. Sometimes people with COVID-19 have a mild illness, but their symptoms may suddenly worsen in a few days.

Protocols to reduce risk



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Self-Assessment Protocol

- Students are asked to daily use the Columbia Safe App available at the App Store for free.



- If you answer yes to any of the questions do not enter the Main campus. Go to <https://bc.thrive.health/> for further information on what to do next. Stay at home or go directly home.
- Students are to inform the nca@columbiacollege.ca or their Instructor if they cannot enter the building for health reasons.
- You can contact our nurse Claire at cgoth@columbiacollege.ca if you have questions about your health.

Protocols to reduce risk



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Illness at Columbia College – If You Become Sick During the Day or Exhibit an Elevated Temperature upon Entry to the Building

If you feel unwell you should:

- **Place a clean mask** over your nose and mouth (available at the Bookstore and Security desk).
- **Wash your hands** or use hand sanitizer.
- **Exit** the premises and go directly home.

Protocols to reduce risk



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- Please email Student Services at ssa@columbiacollege.ca, you will be directed to complete the Columbia College online self-declaration form.

- Secondary students should also email nca@columbiacollege.ca the following information:
 - Name - Columbia College ID number - Phone number where you can be reached for follow up

Protocols to reduce risk



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ISOLATION ROOM

If you cannot go directly home because you are too unwell and/or waiting for a ride you should:

- Go to the Security desk on the Main floor. If you cannot exit down Stairwell #1 and walk around to the Main entrance, you can phone the Security guard (number is posted by the elevator) and ask for assistance.
- The Security guard will accompany you to the Isolation Room on the main floor.
- You should stay in the Isolation Room and follow the information on the Posters.

Protocols to reduce risk



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When is it OK to Return to the College following Illness?

You may physically return to the Columbia College campus when the following requirements are met:

- All symptoms are resolved, and you have been in self- isolation for 14 days, or
- You have tested negative for COVID19, and all symptoms have resolved.
- A note from a physician may be requested before you can return to class.
- **IMPORTANT:** you can continue to do your course material on-line while you are self-isolating. Please keep in contact with your Instructor.

Building Access & Movement



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The College is open Monday to Friday

From 7:15 am – 5:30 pm

- The Main door is unlocked from 7:15am – 5:30pm.
- P1 lobby will always remain locked.
- Parkers will use stairwell #5 or #7 to the street level.
- Elevators will be locked and will require guard assistance.
- The guard's cell number is posted on each floor by the elevator for those needing unable to use the stairs and requiring assistance.



Building Access & Movement



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From 7:15 am – 4:30 pm

- The Main door is an entrance only. The atrium is reserved for up-traffic only.
- Stairwell #1 is the College exit and is reserved for down-traffic only.

From 4:30 pm – 7:15 am

- The Main door and atrium can be used in either direction.

The Parkade gate is open Monday to Friday from 6:00am to 6:00pm.
Cars can exit the parking area at any time.

Building Access & Movement



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- In Fall 2020 the Main campus occupancy capacity is set at 200 for safe movement.
- The Secondary staff and students make up a Learning Cohort (maximum 120).
- Anyone entering and leaving the building is asked to use sanitizer.
- At the entrance, the College provides optional hands-free temperature screening in accordance to the provincial health and safety guidelines and privacy legislation.
- When entering the building, please follow the arrows that direct one-way foot traffic. You must walk up the atrium stairs to the 3rd floor.

Building Access & Movement



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- The 3rd floor of the Main Campus is your safe Secondary School.
- Secondary students are allowed on the 3rd floor, the atrium stairs and Stairwell #1 only. If you need to access any other College areas you must make an appointment and follow the College's Visitor Procedures.
- **Secondary staff and students will be encouraged to wear a mask when social distancing is not possible on the 3rd floor. You must wear a mask on the stairwells.**
- Students are asked to leave the campus to go directly home when your classes are finished.

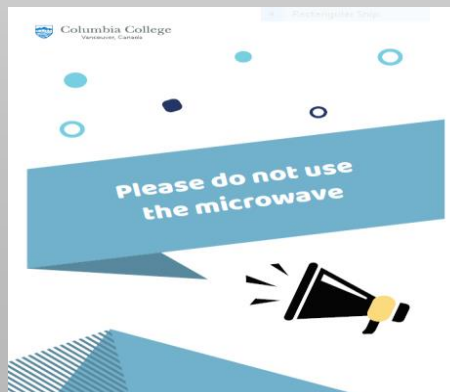
Building- Additional Information



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Eating and Drinking Water

- A refillable bottle water station is available on your floor.
- Please bring food, snacks, eating cutlery, plates and glasses as **food services are limited in the area at this time.**
- Do not share food with your friends.
- Microwaves will be available in the 3rd floor lounge. The fridge will not be in service.



Faculty, Staff and Student Hygiene



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Handwashing policies and procedures as posted by each sink should be followed. Hands should be washed frequently to reduce transmission:

- Upon arrival at the College and before leaving.
- Before eating and drinking.
- After using the bathroom.
- Whenever hands are visibly dirty.
- When moving between different learning environments, e.g. outdoor-indoor transitions.

COVID-19

Vancouver Coastal Health

HOW TO CLEAN YOUR HANDS

Gloves do not replace excellent hand hygiene.

HOW TO HAND WASH

1 Wet hands with warm (not hot or cold) running water	2 Apply liquid or foam soap	3 Lather soap covering all surfaces of hands for 20-30 seconds	a Rub back of each hand with palm of other hand
4 Rinse thoroughly under running water	5 Pat hands dry thoroughly with paper towel	6 Use paper towel to turn off the tap	b Rub fingertips of each hand in opposite palm
			c Rub each thumb clasped in opposite hand

HOW TO USE HAND RUB

1 Ensure hands are visibly clean (if soiled, follow hand washing steps)	2 Apply about a loonie-sized amount to your hands	3 Rub all surfaces of your hand and wrist until completely dry (15-20 seconds)	LEARN ABOUT THE VIRUS COVID-19 is a new virus. It spreads by respiratory droplets of an infected person to others. Learn more at www.vch.ca/COVID19
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Faculty, Staff and Student Hygiene



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- Bathroom capacity limitations must be adhered to.
- If a sink is not available, alcohol-based hand sanitizer should be used
- For your safety all tools or equipment that may elevate the risk of transmission, have been removed.

Coronavirus COVID-19
BC Centre for Disease Control | BC Ministry of Health

Coronavirus Prevention

- ✓ Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- ✗ Avoid touching your eyes, nose, and mouth with unwashed hands.
- ✓ Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- ✗ Avoid close contact with people who are sick.
- ✓ Clean and disinfect frequently touched objects and surfaces.
- ✓ Stay home when you are sick.

WEARING A MASK IS NOT AN EFFECTIVE MEASURE TO KEEP YOURSELF SAFE FROM VIRAL INFECTION.

Ministry of Health | BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.

Cleaning and Disinfecting Protocol



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- Columbia College will be cleaned and disinfected in accordance with the Cleaning and Disinfectants for Public Settings and follow a schedule that focuses on cleaning high-traffic areas and high-contact surfaces.
- Students are not allowed to lie or sit on the carpet or floor.
- Classes have been scheduled so that intensive cleaning of each classroom can take place before the next class occupies it.

Cleaning and Disinfecting Protocol

Classroom Etiquette

- Instructors will ensure classroom etiquette is followed.
- Students will avoid close greetings like hugs or handshakes.
- Instructors will remind students to keep their hands to themselves when possible.
- Students may stay in their classroom after their class finishes and eat, socialize or talk to their Instructor. Please note that use of the student lounge is limited and you are encouraged to take a break between classes *in your classroom*.
- Students are responsible for tidying up their desk space before leaving the classroom.

Student Portal



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- Columbia College Protocol COVID 19
- Fact Sheets
- Safety Training Presentation
- Videos – Prevention comes first!
- Video – Welcome to CC –Main Campus





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Q&A



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Thanks!