



Fraser International College
Guidelines and Protocols for Fall 2021
Safe Return to Campus

*Disclaimer: Please note that this document is subject to revision.
Check back regularly to ensure you have the most current information.*

Last updated September 3, 2021.

Safety Guidelines for Fall 2021

In coordination with SFU COVID Guidelines and Protocols for Fall 2021, and in compliance with Public Health Orders, FIC will be implementing the following protocols for staff, faculty, students and guests coming to campus.

Ongoing Safety Measures

Everyone is reminded of the link to the most current [FIC Communicable Diseases Plan](#).

Additional Safety Measures

All additional safety measures noted below, comply with current Public Health orders, and integrate protocols included in the SFU Guidelines and Protocols for Fall 2021.

Mandatory Training

All FIC faculty and staff expecting to access the campus are required to complete the [SFU Safety Orientation module](#) on Canvas.

Mandatory self-disclosure and rapid testing

SFU is working to implement mandatory self-disclosure of vaccination status for all those accessing campus and rapid testing for those who are not vaccinated or choose not to disclose their vaccination status.

Further details will be forthcoming on how the FIC community will integrate into these processes.

Vaccinations

FIC continues to promote the benefit of vaccination to our fight against the spread of COVID-19. All members of our community, students, staff, faculty, and guests, are being encouraged to get vaccinated right away. Please be aware that we cannot ask individuals if they have been vaccinated for non-discretionary activities or when accessing non-discretionary services.

By Order of the Provincial Health Officer, all students, staff, and faculty will need to provide proof of vaccination via the BC Vaccine Card to access non-essential services, businesses, and events on campus once the provincial government specifies. Proof of vaccination will be required for the following:

- on-campus student housing
- restaurants, pubs, bars, and nightclubs
- movie theatres, indoor ticketed concerts, theatre, dance, symphony, and sporting events
- gyms, pools, recreational facilities, athletics programs
- organized indoor events (e.g., clubs, parties)
- discretionary organized indoor group recreational classes and activities, SFU teams' athletics
- campus cafeterias are exempt from the BC Vaccine Card but are required to operate using their communicable disease control plans including a requirement to wear masks when not seated

Note that the BC Vaccine Card will not be required before September 13 for organized on-campus

events such as orientation events or welcome receptions. However, indoor events are subject to masking requirements with exceptions for eating when seated. Please adjust if your planned event has a food service where individuals would be circulating around the room while eating.

Vaccination Clinics

SFU has organized with Fraser Health to host several clinics at SFU on both the Surrey and Burnaby Campuses. This includes dates for clinics at FIC – Discovery 1 Building. Please note that clinic dates and/or specific locations are subject to change and based on availability of Fraser Health’s support. Check back regularly for the most updated information at [Vaccination Clinics at SFU](#).

As well, VCH hosts pop-up walk-in clinics downtown near the SFU Vancouver campus. Nesters Pharmacy, near the Burnaby campus, also offers walk-in vaccinations.

Masks

Non-medical masks must be worn in all indoor common areas and learning spaces at FIC and throughout all SFU campuses including classrooms unless someone has an approved exemption. To support masking FIC will make masks available for instructors to use, if requested. These can be requested from the Academic Success team. Masks will also be available for students who forget or lose a mask. Students can obtain one easily at the Front Desk (2nd Floor).

As a point of clarification, instructors are not required to wear a mask while teaching if they are able to maintain a two-metre distance from students. FIC will prepare a visible instructional area in each classroom to allow instructors to take advantage of this adaptation. This would be instructor’s choice and you may choose to switch to a face shield while in the teaching area. These are available from the Academic Success team.

Processes for offering exemptions will be guided by public health and they will clarify the terms to follow. Although we anticipate very few exemptions, supervisors, faculty and staff will need to follow the guidance of the exemption.

Students requiring mask exemptions in the classroom can contact the Student Success team at advising@learning.fraseric.ca for assistance in completing the appropriate documentation. Faculty and staff should contact their supervisor. Members of our community who cannot wear a mask should be encouraged to practice physical distancing where feasible or reach out for appropriate academic or workplace accommodations.

If a student does not have an approved exemption and refuses to wear a mask covering both their nose and mouth it is recommended that instructors attempt a non-confrontational approach with a non-compliant student (e.g., a private conversation with the student). If a student continues to refuse to wear a mask instructors have the right to ask the student to leave the classroom or to leave the classroom themselves. Incidences of non-compliance should be reported to Academic Success immediately for follow-up under the student Code of Conduct.

Cleaning and Ventilation (taken from SFU Guidelines and Protocols for Teaching in Fall 2021)

As per our partnership with SFU, Facility Services provides support and direction on these key areas in

our Communicable Diseases Prevention Plan. Below are September 1, 2021 updates from SFU.

Cleaning

- Classrooms are cleaned and sanitized daily.
- Cleaning supplies like disinfecting wipes and hand sanitizer are available from the front desk (1st floor).
- Instructors are encouraged not to share teaching supplies such as white board erasers or markers. Please contact Academic Success if more supplies are needed.

Ventilation

HVAC systems have remained in operation throughout the pandemic, and systems, including filters, have been regularly inspected and replaced.

In preparation for the return to campus and increased occupancy, Facilities Services have undertaken the following steps:

- Ensuring mechanical systems are functioning as designed and air is moving in/out of buildings.
- Ensuring filters are regularly inspected and functioning appropriately based on best practices.
- Replacing centralized HVAC system filters with enhanced MERV-13 filters or the highest filter compatible with existing infrastructure. The MERV panels we use are the same as those used in medical facilities.
- Performing air flushing in buildings two hours prior to occupancy each day.
- Maximizing outdoor air (and reducing recirculated air) whenever possible. Factors that affect the amount of increased outdoor air are system design, thermal comfort and humidity levels.
- Conducting an HVAC assessment of classrooms, teaching labs and high-occupancy spaces.
- For more information, please see the [Indoor Air Quality](#) page.

Pivoting to remote instruction

Although it is unlikely that a Public Health authority would recommend or order closure of a university campus to prevent infection transmission in such a highly vaccinated population, FIC is prepared to pivot to remote instruction should such orders be forthcoming.

As with the two-week delayed in person start of the Fall semester, in-person classes would continue in a synchronous format as required during regularly scheduled times.

Travel restrictions, and vaccination requirements are creating enrolment pressures as we near the beginning of the semester and it may require that some in-person sections could set a permanent pivot to remote instruction for Fall 2021. Advanced notice will be given to instructor, as possible.

Kindly reach out to the Academic Success team with any questions or concerns about your teaching assignment.

Case notification protocol for COVID-19 cases

- **WHAT IS THE PROTOCOL FOR CONFIRMED CASES ON CAMPUS?**

Public Health declares exposures and outbreaks, conducts contact tracing, and directs communication. Only Public Health can confirm who is a close contact. If you think you might have been in contact with a “case” but you were not contacted by Public Health this means there is no elevated risk of exposure to you. If you are contacted by Public Health, they may ask you to self-isolate or self-monitor.

COVID-19 testing is common and individuals are being tested for COVID-19 for even mild cold symptoms (such as sneezing and a sore throat). Everyone awaiting a COVID-19 test result is told to isolate. To respect privacy, please do not share information about anyone being tested for COVID-19 without their consent. This also reduces unnecessary anxiety amongst your colleagues.

When someone tests positive for COVID-19, they are contacted by Public Health who initiate contact tracing and reach out to FIC’s Health and Safety Committee if they require our assistance in reaching individuals.

FIC has had processes in place to support Public Health in contact tracing for well over a year. Contact tracing is just one of the many precautions that keep us safe. People who are symptomatic are expected to take the online BC COVID-19 Self-Assessment Tool and follow the instructions. People are expected to wear masks in all indoor common areas and learning spaces, and our community is predominately vaccinated. All of these measures decrease the risk of transmission.

For more detailed information, see Attachment 2 starting on page 17 in the Ministry of Advanced Education, Skills, and Training’s Return to Campus Guidelines.

- **WHAT IF I THINK I MAY HAVE BEEN IN CONTACT WITH SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19?**

If you are a confirmed contact of someone who has tested positive for COVID-19 and are at risk based on exposure criteria, Public Health will contact you and ask you to self-isolate or self-monitor as a precaution.

COVID-19 is circulating in the broader community across BC and if you are concerned that you may have COVID-19, you can use the BC government COVID-19 self-assessment tool to help guide you on what to do or call 8-1-1. The province has also set up a dedicated COVID-19 hotline at 1-888-COVID19 or text 604-630-0300. Testing is recommended for anyone with cold, influenza or COVID-19-like symptoms, even mild ones.

- **WHAT IF A STUDENT/STAFF MEMBER TELLS ME THEY HAVE TESTED POSITIVE FOR COVID-19?**

If Public Health asks for help with contact tracing or other assistance, the college, will assemble a small case management group that supports Public Health efforts. Staff and instructors can support these efforts by notifying their supervisor immediately for follow up. Public Health will notify us if there is any

risk to the FIC Community. An instructor or supervisor is not to make decisions regarding closures, cancellations, or notifications without input from the case management group.

- WHAT IF A STUDENT/STAFF MEMBER TELLS ME THEY ARE SELF-ISOLATING?

If you are aware that a student is self-isolating, please encourage them to reach out to advising@learning.fraseric.ca. Student Success has developed a cross-functional team to assist students with academic concerns, accommodation, physical/mental health or any other concerns.

Staff or instructors who are self-isolating due to a positive COVID-19 test or because they are a close contact need to notify their supervisor. Details, including mental health resources, are available in the Communicable Diseases Prevention Plan

- WHAT IF A STUDENT IN MY CLASS/STAFF MEMBER IN MY OFFICE APPEARS SYMPTOMATIC?

Instructors and supervisors should exercise caution in interpreting health symptoms of students and staff members as other conditions may mimic respiratory illness symptoms, such as allergies or some chronic non-contagious health issues. An instructor or supervisor can engage in a non-confrontational discussion with the student/staff member and ask them to take the online BC COVID Self-Assessment Tool and follow the instructions, seek medical attention and/or leave campus if deemed necessary.

- WHAT SAFETY PRECAUTIONS ARE IN PLACE?

It's important to remember that COVID-19 is spread by respiratory droplets an infected person produces when they breathe, cough, sneeze, talk, or sing. If you are in contact with an infected person, the virus can enter your body if droplets get into your throat, nose, or eyes. For these reasons the best way to reduce transmission of COVID-19 is to get immunized, stay home when sick, wear masks in indoor public spaces and clean your hands often.