Overall Guidance for Post-Secondary Institutions

While post-secondary institutions may begin to hold more in-person training and other types of gatherings related to campus life, consider the following recommendations:

- Avoid large gatherings;
- Avoid handshakes and any other physical contact with others; and
- Limit unnecessary travel.

Requirements under the Occupational Health and Safety Act and Regulations, as well as any workplace specific health and safety plans, will continue to apply to workers.

Preventive Measures

- All instructors, staff and students should self-monitor for COVID-19 symptoms and stay home if they are sick.
- All post-secondary institutions should have an emergency response plan, which includes actions to take in the event that a student or instructor becomes sick during in-person learning. This plan should include:
  - Instruction for the ill student, instructor, or staff to go directly home, self-isolate from their family and the public;
  - Instruction to students, instructors, or staff with symptoms to use the self-assessment tool for COVID-19 and follow the subsequent directions;
  - Procedures to restrict access to campus areas and any contaminated equipment, until the area and equipment can be cleaned and disinfected;
  - A process to suspend programming if advised by public health;
  - A process to notify the Department of Education and any applicable funding agencies that programming was suspended due to concerns of a symptomatic student, instructor, or staff; and,
  - Confirmation of institutional policy to ensure privacy protection of symptomatic student, instructor, or staff.

Work Screening Questionnaire

- All instructors, staff and students should use this risk assessment tool and keep these four words in mind, People, Space, Time and Place.

Encourage Good Hygiene

- Post-secondary institutions should make available to instructors, staff, students and visitors resources such as hand washing stations or hand sanitizer stations at entrances and exits, common areas, and in washroom facilities. Hand sanitizer should be Health Canada approved (contain at least 60% alcohol).
Physical Distancing

- 2 metres of physical distancing for instructors, students, and staff should be encouraged wherever possible, including during both seated and standing activities.
- Individuals should consider wearing masks whenever physical distance and/or physical barriers are not in place.

More Guidance on Physical Distancing

Capacity

- In determining maximum class size, post-secondary institutions should consider physical distancing requirements where possible for maintaining at least two metres (six feet) of distance between each individual.

Ventilation

- Ventilation systems should be both operational and appropriate for the activities in post-secondary institutions. Post-secondary institutions may wish to consult with an expert in heating, ventilation and air conditioning (HVAC) for assistance.

Masks

- Wearing a face mask that covers the nose and mouth is required in post-secondary educational institutions.

More Guidance on Masks

Meetings

- Use virtual meetings, where reasonable and possible.
- If in-person meetings are necessary, the number of people permitted in the room is limited to capacity limits for the current Alert Level.
- The number of people in a room should also be minimized to encourage physical distancing.
- Wear a face mask while using indoor meeting rooms. Masks may only be removed when actively eating or drinking.
Cleaning

- Consider regular cleaning and disinfection of commonly contacted and essential shared equipment, such as telephones, coat hooks, computers, doors and knobs, handles, keyboards, countertops, tools and training equipment and supplies, and light switches.
- Maintain regular cleaning and disinfection in washrooms. Ensure washrooms are well-stocked with liquid soap and paper towels, and that warm running water is available. Contactless garbage bins should be available and emptied regularly.
- Shared equipment should be avoided where possible. Non-disposable items and surfaces an individual touches/uses should be sanitized regularly.

More Guidance on Cleaning and Disinfection

Signage

- Consider posting signage encouraging COVID-19 vaccinations.
- Consider posting signage reminding students, instructors, and staff to:
  - stay 2 metres (6 feet) apart from others;
  - not enter the premises if they have COVID-19 symptoms;
  - wear a face mask;
  - practice proper hygiene (wash hands, cover coughs and sneezes); and
  - consider downloading the COVID Alert App.
- Consider placing floor markers 2 metres apart to promote physical distancing.
- Consider using directional arrows on the floor to encourage one-way flow of traffic.

Print your own signage

Contact Tracing

- Encourage use of the COVID Alert App by patrons and staff.
- Where contact information is normally collected (e.g. reservations and appointments), maintain this information for 14 days to assist with contact tracing, if required.

Questions and Other Information

Additional information is available at https://www.gov.nl.ca/covid-19/. For specific public health related questions please email healthinfo@gov.nl.ca.
Environmental Health Officers with Digital Government and Service NL are also available to provide advice on cleaning and disinfection as well as general sanitation issues. Digital Government and Service NL regional offices are as follows:

Mount Pearl: (709) 729-3699  
Gander: (709) 256-1420  
Corner Brook: (709) 637-2204