



ST. FRANCIS XAVIER  
UNIVERSITY

# COVID-19 Pandemic Plan

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## Student Community Protocols

A commitment to do our part

MODIFIED JULY 10, 2020

# GOOD NEIGHBOURS CREATE STRONG COMMUNITIES.

As Xaverians, we will do our part.

COVID-19 is a very contagious disease that can cause serious health issues, even death. It is a disease that affects everyone, including students. An outbreak on campus could impact access to classes, programming and limit interactions with friends, family and supports. COVID-19 poses serious health concerns, and could jeopardize the academic year for StFX students, not to mention impact the most vulnerable members of the wider Antigonish community.

The university is working hard to ensure that your semester will be a positive and inclusive one, from academic learning to residential and off-campus living and extracurricular activities. A cornerstone in this work centers around the actions and behaviors of the StFX Community — our students, staff and faculty — who must adapt to the realities of working and living with the coronavirus; in particular, our efforts to mitigate the spread of the virus, both on and off campus. Together, we share the responsibility to work together to achieve the conditions where we can learn, live and enjoy our lives. We all have an important role to play.

At StFX, we pride ourselves on the strength of our community. Community goes beyond being social together and celebrating our spirit and pride. It means looking out for each other and giving of ourselves for the good of everyone. It means deep respect and service to our neighbours. It means acknowledging our privilege and gratitude to Mi'kma'ki, the ancestral land on which our campus exists, and the people of the town and county of Antigonish.

Citizens living in and around Antigonish have been diligent about following the public health regulations in Nova Scotia so that StFX students are able to come to campus. It is now up to us to recognize our collective responsibility to do our part for the community to minimize the risk of COVID-19.

With this in mind, as Xaverians, I invite you to make a commitment to yourselves, each other, and our neighbours within Antigonish. Through a series of simple pledges outlined in the following pages, we are collectively making the commitment to practice protocols and exercise behaviours that exemplify our values during this time of pandemic. **Our communities are depending upon it.**

Please read the following thoroughly, taking the time to understand and appreciate why these protocols and behaviours are so important during these unprecedented times; so important in fact, that we have amended the StFX Code of Conduct this year to include them. That's how serious we are about being good neighbours within our community.

When we work together, we can achieve anything. This year, we will all do our part to keep our communities safe.

**Elizabeth Yeo**

Vice President, Students

St. Francis Xavier University

## A. I Will Adhere to New Safety Protocols:

The following new protocols make it possible for StFX to open our residences and academic spaces. Our entire community will need to follow these protocols and the Public Health regulations to help combat the transmission of COVID-19 within campus and the community of Antigonish.

These protocols and the Public Health regulations are subject to change according to ongoing risk assessments in Nova Scotia. As changes occur, announcements will be communicated through email and posted to [www.stfx.ca/coronavirus](http://www.stfx.ca/coronavirus) along with other frequently asked questions (FAQs). New questions may be submitted at any time to [Comments&Questions@stfx.ca](mailto:Comments&Questions@stfx.ca)

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### 1. Arrival, Check-in, and Getting Your Green Bracelet

**It is mandatory that all students, whether living on or off-campus, check-in with the university upon arrival to Antigonish:**

- Students arriving to Antigonish from a location within Atlantic Canada are not required to self-isolate and will check in at a central location. Exact times and locations will be emailed to students and posted to [www.stfx.ca/coronavirus](http://www.stfx.ca/coronavirus) in the weeks ahead.
- Students who are required to self-isolate must check in virtually. Please email [isolate@stfx.ca](mailto:isolate@stfx.ca) or call Student Life at 902-870-2976 to arrange your virtual check in appointment time.

#### **WHEN SELF-ISOLATION RELATED TO TRAVEL IS REQUIRED**

Currently, the Province of Nova Scotia requires any person travelling from outside of the Atlantic Provinces to self-isolate for 14 days. Those students must submit a StFX Self-Isolation Plan to [isolate@stfx.ca](mailto:isolate@stfx.ca) three weeks prior to your intended arrival date. The form for the StFX Self-Isolation Plan will be available online at [stfx.ca/coronavirus](http://stfx.ca/coronavirus) by July 15th.

All Students crossing the border into Nova Scotia must also fill out a declaration form required by the province. The provincial form can be found here <https://novascotia.ca/coronavirus/alerts-notice/Self-declaration-Form-Tracking-Travellers-to-Nova-Scotia.pdf>.

If a student has already self-isolated in another Atlantic Canadian province, they may enter Nova Scotia without self-isolating again.

**Please note that provincial regulations can change. Visit <https://novascotia.ca/coronavi-rus> for the latest updates.**

### **LIVING IN RESIDENCE (ON-CAMPUS)**

For students living in residence, your arrival date and time will be scheduled and communicated to you through the University Housing office. The dates and times provided to you for check-in will be coordinated to ensure students have appropriate time to self-isolate before the start of classes. As mentioned above, self-isolation is required by the Province of Nova Scotia for those travelling from outside of the Atlantic Provinces and filling out the StFX Self-Isolation Plan will be a requirement.

### **LIVING OFF-CAMPUS**

Students who live off-campus are integrated within the town and have a responsibility to do their part for the safety of themselves and the entire community. The Town of Antigonish, the Royal Canadian Mounted Police (RCMP) Antigonish detachment, the Landlords' Association, and StFX have partnered on a plan to support students who live within the town, and to ensure the safety and peace of mind for the permanent residents of the town.

**Upon arrival, off-campus students are expected to check-in to StFX by emailing [studentlife@stfx.ca](mailto:studentlife@stfx.ca) indicating their arrival date. A staff member will then contact you to administer the check-in procedure.**

At the check-in, we will:

1. Ask questions about any symptoms and recent travel;
2. Review the StFX Self-Isolation Plan, if applicable;
3. Issue a green bracelet to students who are not required to isolate and are symptom free.

Off-campus students who are required to self-isolate will have a designated support person who will be available to deliver groceries and essentials and check-in with students regularly during isolation. Students who are required to self-isolate will be issued a green bracelet upon completion of the mandatory 14 days. More details about the green bracelet are found below.

Roommates sharing a house are encouraged to coordinate their arrival so that isolation can be completed at the same time. Current Public Health Guidelines concerning self-isolation are available at <https://novascotia.ca/coronavirus/docs/Self-Isolation-Information-for-Travellers-EN.pdf>. It is essential that all members of a household are aware of and follow the self-isolation guidelines to avoid possible community spread of the virus.

### **Off-Campus Living And Town Citizenship**

Students living off-campus are citizens of the Town of Antigonish, sharing neighbourhoods with permanent residents of the town and representing StFX in the community. Good neighbours create strong communities. All citizens have a responsibility to each other to adhere to the provincial rules regarding social gatherings, self-isolation, diligent hygiene practices, self-monitoring for symptoms, and any additional requirements that may be in place when you arrive in the community. Local businesses and organizations may have additional requirements such as the requirement to wear a mask or move through the building by following arrows and other directions. Please be diligent about watching for, and following building specific requirements.

Off-campus students are responsible for any guests they permit in their home. They are responsible for ensuring that:

- Social gatherings are within the regulations set by the province. Current maximum gathering sizes are available at <https://novascotia.ca/coronavirus/restriction-updates>;
- Requirements for physical distancing are maintained at all times;
- The property is kept clean and environmental waste is placed curbside on the designated day for pick up;
- Noise is not a nuisance or disruptive to the neighbours;
- They and their guests do not have open alcohol on the sidewalks or while in transit, to or from the home;
- They and their guests use appropriate washroom facilities (no public urination); and,
- They and their guests are respectful and kind towards members of the community at all times.

### **GETTING YOUR GREEN BRACELET (AND ACCESS TO CAMPUS)**

All students that successfully complete the check-in process will be issued a green bracelet that must be worn until September 30. The green bracelet is required to access academic and administrative buildings on campus. Your green bracelet signals that you are fully aware, understand and agree to your

role and responsibilities, including behavioural expectations, to keep the StFX campus and the community of Antigonish safe.

Students who are required to self-isolate for 14 days will be issued a green bracelet by their support person after they have completed the isolation period.

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## 2. Daily Health Monitoring of Symptoms

Before coming to campus or leaving residence, students must assess themselves for symptoms with this simple questionnaire:

1. Do you have a fever greater than 38°C (100.4°F)?
2. Do you have a new cough or a cough that is getting worse?
3. Do you have a sore throat or hoarse voice?
4. Do you have a runny nose or sneezing?
5. Do you have a headache?
6. Do you have shortness of breath?
7. Do you have muscle aches or unusual fatigue?
8. Do you have diarrhea?
9. Do you have a loss of smell or taste?
10. Do you have red, purple, or blue lesions on your toes?
11. Have you, or anyone in your household, been asked to self-isolate by a healthcare professional or has anyone in your household tested positive for COVID-19?

If the answer is 'yes' to any of the questions, students must consult <https://no-vascotia.ca/coronavirus/when-to-seek-help/> to find out if they should be test-ed. 811 is a Provincial health resource with Registered Nurses who will determine if testing is required and, if so, refer you to a testing centre in Antigonish.

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## 3. Self-Isolation, Testing and Contact Tracing

Students directed to self-isolate by 811 must inform the university immediately by emailing [isolate@stfx.ca](mailto:isolate@stfx.ca) or calling Student Life at 902-870-2976. This information will be kept confidential and only shared with the specific isolation supports students can access, such as Health and Counselling for medical

information and services and Student Life for meal or grocery delivery, laundry service, cleaning and maintenance coordination, and academic accommodation.

If your COVID-19 test comes back positive, you must update the university of a positive test result immediately by emailing [isolate@stfx.ca](mailto:isolate@stfx.ca) or calling Student Life at 902-870-2976. Public Health will contact you with further instructions and to gather contact tracing information. Students are required to cooperate with Public Health so that the appropriate follow-up and support is given to those who may have been exposed. Public Health will determine who needs to be contacted and/or tested.

If you suspect or are aware of someone who is not self-isolating when they should be, have a conversation with the person to understand why they are not self-isolating—for instance, do they need help getting groceries or medications so that they can stay home? Offer assistance and inform them of the supports and services available on campus. Remind them to email [isolate@stfx.ca](mailto:isolate@stfx.ca). Students can also send a message directly to us using this email address to let us know of an individual who needs support and we will reach out to assist them.

If you encounter an individual, group or business that is blatantly ignoring or going against self-isolation requirements, or any Public Health regulation, you must contact Student Life 902-870-2976 or the non-emergency line of the RCMP Antigonish 905-863-6500 to report it.

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## 4. Physical Distancing and Non-Medical Masks

The combination of maintaining 2 metres (6ft) of distance and wearing non-medical masks is an effective practice to prevent the spread of the virus.

All members of campus must maintain safe physical distance (at least 2 metres) from others whenever possible. Gatherings are limited and must not exceed the current public health regulations. See <https://novascotia.ca/coronavirus/what-it-means-for-nova-scotians> for the current regulations.

**Students are expected to have at least two washable masks** and are responsible for ensuring they are cleaned regularly in the laundry. Masks are required



to be worn on campus at all times, unless there is no potential to be in contact with others (i.e. when you are alone in your own residence room). This measure may change depending on the ongoing risk assessment of the virus in our region and campus.

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## 5. Restricting Your Travel (No Fall Reading Week)

Once settled within Antigonish, we strongly encourage students to restrict and limit travel to essential travel only during the academic term. In fact, StFX's Fall Reading Week has been cancelled in order to minimize campus community travel and the risk of exposure from other communities outside of Antigonish. This follows StFX's employee protocols, which only permit essential work-related travel during the term.

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## 6. Diligent Hygiene

Students must wash and/or sanitize their hands frequently as this is another effective practice in preventing the spread of the virus. Hand sanitizer will be available in office buildings near common areas used for work. Students using shared surfaces and equipment will be required to sanitize their hands prior to use (photocopier/door handle, study spaces, etc.) and again after use of a common area. Students will be provided wipes to use on contact areas within their residence/study area.

## **B. I Will Learn How to Access Campus Facilities Safely**

Academic and Administrative buildings on campus will have specific protocols for entry, exit, physical distancing, classroom seating, washroom use, and hall-way travel. Morrison Hall (meal hall) will be open with limited capacity and full service (no self-serve). Information about meal hall access will be updated and can be found here <https://stfxcampusfood.sodexomyway.com/> Students, staff and faculty are required to adhere to the protocols posted in each building.

As mentioned above, non-medical masks are required to be worn on campus at all times, indoors and out, unless there is no potential to be in contact with others. This measure may change depending on the ongoing risk assessment of the virus in our region and campus.

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## **C. I Will Respect New Residence Rules Developed to Keep Students Safe During a Pandemic**

Protocols specific to those living in residence are particularly important to prevent the spread of COVID-19, given the nature of the close quarters and shared living space. Specific protocols for residences are related to shared space usage, guests, building safety, occupancy and substance use. Signage will indicate the maximum occupancy in each of these spaces. All rooms are single occupancy and washroom access has been adjusted to align with Public Health requirements. Additional information concerning residence adjustments is available in the Return to Campus Plan for Students, page 9. You can access the Return To Campus Plan for students by visiting [www.stfx.ca/coro-navirus](http://www.stfx.ca/coro-navirus).

## 1. Guest Policy

Residences are closed to guests. Only residents of the building and approved university staff are permitted to enter. Students are prohibited from entering a residence in which they do not reside. The university will continue to monitor the provincial restrictions and the level of compliance to consider opening residences to guests with a phased approach.

## 2. Building Safety

Each residence has a designated entrance. All other doors are for emergency exit only. Residents are not permitted to allow non-residents into the building. External doors must never be propped open, unless by Facilities Management with appropriate safety measures in place. Removal of window stops on residence building windows will be dealt with as a safety issue under the Community Code.

## 3. Substance Possession and Use

The majority of students living in residence have not reached legal age in Nova Scotia to purchase or be in possession of alcohol or cannabis. Students should be aware that it is an offence to have open alcohol outside (i.e. streets, sidewalks, parks). The RCMP strictly enforce underage possession or consumption and open alcohol in public places.

There will be approximately 4000 students moving into residence and the town from late August to mid-September. Everyone must be diligent about monitoring for symptoms and maintaining a healthy lifestyle at all times, but particularly so during this arrival period. Alcohol, cannabis, and other intoxicating substances affect judgement and are often consumed in social settings. **To allow for new and returning students to adapt to the new way of living and studying on campus, the arrival and settling-in period will be substance free in residences.** Students, regardless of age, are not permitted to consume alcohol or cannabis on campus during the adjustment period. With adherence to the *COVID-19 Pandemic Plan: Student Community Protocols* and demonstrated evidence that community spread of COVID-19 has not

occurred, alcohol may be permitted in designated spaces (see the Alcohol in StFX's Residence Policy). Smoking or vaping in building is a fire hazard and is never permitted in residence.

Intoxication or being under the influence will not excuse behaviour that is disruptive or puts the community at risk. Students must be aware that they are accountable for their actions if they return to residence intoxicated.

Illegal substances and misuse of prescription medication is illegal and never permitted for use by students.

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## D. I Understand the Importance of My Actions and Keeping Our Community Safe

### StFX Community Code of Conduct

StFX's COVID-19 Pandemic Plan describes new expectations specific to living and studying on campus during the pandemic. Until a vaccine is widely available, everyone must adapt to the new way of interacting and sharing space in every community worldwide.

At StFX, the Community Code of Conduct (the Code) is the governing process for addressing violations of these protocols. The Code and other residence policies can be found here: <https://www.stfx.ca/student-life/residence-life>. The Code has been amended with the addition of a new major violation in section 17:

*X) Failing to adhere to the university's COVID-19 Pandemic Plan or exhibiting behaviours that are in violation of any local, provincial or federal legislation that relate to COVID-19 health and safety concerns.*

Incidents of potential violations of these protocols will be documented by university officials and investigated and adjudicated by the process described in

the Code. When a report is made, the Manager, Restorative Justice and Student Conduct will review the report and will follow the process outlined in the Code. The student will have the opportunity to give their perspective.

## Outcomes for Violations

One of the most important factors in determining an outcome for a violation is the level of harm or potential harm caused by the actions of the student. COVID-19 Pandemic Plan: Student Community Protocols are for the health and safety of not only the campus community, but also the Antigonish community. The risk of spreading the virus through neglect of the Public Health regulations or these protocols is a serious offence.

Under the Emergency Measures Act in Nova Scotia individuals can be fined up to \$1000 for failing to follow the self-isolation requirements, physical distancing, gathering size limits, or other regulations imposed under the act. The local RCMP notifies StFX when they respond to a call that results in a charge or summary offence ticket issued to a student. StFX will follow up with the student and may impose additional outcomes such as probation, loss of student privileges, or even suspension from the university.

## Reporting Concerns

Any student, staff, faculty, or community member can report concerns where they believe the Public Health regulations, or these guidelines are not being followed. To report a concern in confidence, you may contact the Director, Student Life at 902-867-2976, [jdeleebe@stfx.ca](mailto:jdeleebe@stfx.ca).