



COVID-19 Safety Plan

Word of Life Bible Institute is committed to providing a safe and healthy environment for students and staff to deepen their faith. Our plans will be prayerful, Christ-centered, methodical, measured, and meaningful in our communication and care. We will remain balanced and responsible as we work with our provincial and local public health officials.

1. Arrival – these guidelines apply for the first 14 days after arrival and for the first 14 days after every official school break until a safe social “bubble” has been established.

- a. Physical distancing of 2 metres will be enforced on campus and in the classroom.
- b. Non-medical face coverings will be recommended on campus, during class breaks, and in the dining hall, unless you are eating, when physical distancing is not possible.
- c. Students will be limited to **2 persons** to help with registration and moving into dorms. Face masks must be worn during the registration and moving in process.
- d. Parent Orientation will take place as planned with physical distancing.
- e. Student lounges will be closed for 14 days at the beginning of the year and for 14 days after each break.
- f. On campus sports will only commence after the first 14 days of the school year and 14 days after each break.

2. Academics

- a. Assigned seating in the classroom will maintain physical distancing measures.
- b. Instructors from outside Canada (*and possibly some from within Canada*) will teach via remote instruction, unless government travel restrictions and isolation procedures are lifted. Therefore, students can expect a mix of in-person and remote instruction for this school year, especially the fall semester.

3. Student Life

- a. Student housing in dormitories will follow physical distancing guidelines to the extent possible.
- b. Students will be housed in “pods” and will be sitting with the same people in class and in the dining hall.
- c. Face coverings are not required to be worn while a student is in their own dorm.
- d. Campus visitors will be allowed by invitation only, with approval from the Student Life Department.
- e. Chapels, devotions, and other times of spiritual development will comply with physical distancing protocols.
- f. The Workout Room will have a maximum occupancy of 2 people at a time to ensure physical distancing between persons.

4. Ministries

- a. Ministries will be booked with safety precautions in mind following all Ontario and Grey-Bruce Public Health guidelines.

5. Food Service

- a. Assigned seating and furniture placement will be arranged to accommodate physical distance between persons.
- b. Meal lines will not be self-serve and will be sufficiently staffed to ensure there is no touching of common objects.

- c. Grab and Go options will be made available to students and staff for some meals with individual servings in disposable containers.
- d. Physical markers will be placed in higher traffic areas to denote 6 foot spacing.

6. Personal Protective Equipment (PPE)

- a. All students will be provided with PPE that is appropriate for assigned ministry or service area when unable to maintain physical distancing.
- b. Students are encouraged to bring their own washable non-medical masks if they prefer.
- c. Staff and students will be trained on how to put on, take off, clean (as applicable), and discard PPE.
- d. Those working in Food Service must always wear an appropriate face covering.
- e. Face coverings must be cleaned or replaced when damaged or soiled.
- f. Face coverings should never be shared with others and are for personal use only.
- g. Student Service desks throughout campus will be equipped with a physical barrier for contactless service.

7. Hygiene and Cleaning

- a. All cleaning will adhere to hygiene and sanitation requirements recommended by Ontario Public Health Department.
- b. Staff and students will be trained in the prevention of disease transmission and safety orientations include training on hand hygiene, cleaning, and disinfecting.
- c. Public spaces and bathrooms will be cleaned, disinfected, and stocked daily to reduce the risk of spreading illness.
- d. Dining room and classrooms will be disinfected between use according to the program schedule.
- e. Hand sanitizing stations will be made available throughout campus. Hand sanitizing is required prior to entering the dining room.
- f. Dormitory Cleaning Jobs (for students as assigned by Resident Assistant)
 - Bathrooms are required to be cleaned daily.
 - Trash is to be removed from dormitories daily.
 - All high touch surfaces will be sanitized daily.
- g. Shared spaces in administration and office buildings will be sanitized daily.

8. Communication

- a. Appropriate signage is posted throughout campus to remind persons to adhere to proper hygiene, cleaning, physical distancing, and personal protective equipment guidelines.
- b. If a student or staff member tests positive for COVID-19, the Associate Executive Dean of Students will contact the Grey-Bruce Health Department and fully cooperate with contact tracing efforts, including notification of staff, students, and visitors who may have had contact with the individual while maintaining confidentiality.

9. Health Screening

- a. Prior to registration, and upon return after every student break, students (and parents at registration) are required to fill out a go through a mandatory health screening form which includes the following information:
 - COVID-19 symptoms in the past 14 days
 - Positive COVID-19 test in the past 14 days
 - Close contact with confirmed or suspected COVID-19 case in the past 14 days
 - Out of country travel

- b. Students will be discouraged from leaving campus outside of scheduled school breaks.
- c. If a student leaves campus and stays overnight off campus (home or elsewhere) they may be asked to isolate and wear a mask in class for 14 days.
- d. Students who are ill should inform a Dean and self-isolation procedures will be put in place.
- e. Each staff member is to self-monitor for signs of illness. Staff who are ill should stay home and follow self-isolation procedures as recommended by Ontario Public Health Department to prevent the spread of illness.
- f. All students are required to fill out a health form at registration.

10. Positive Test

- a. If an individual is confirmed to have COVID-19, exposed areas will be cleaned and disinfected per Ontario Public Health guidelines.
- b. To prevent the spread of illness, if a student tests positive for COVID-19, that student will be sent home (*or isolated in a quarantine room if they are unable to travel home*). Arrangements will be made for their medical and health needs.
- c. Staff who show signs and symptoms of COVID-19 or test positive for COVID-19 will be required to self-isolate in their home for 14 days.

11. Shut Down Procedures

If WOLBI needs to decrease on-campus activities to contain the spread of COVID-19:

- a. Classroom instruction will cease and all classes will be conducted via remote instruction.
- b. Students will be asked to move home and continue their classes via remote instruction.
- c. The kitchen will continue to serve students until they are able to make travel arrangements to return home.
- d. Public buildings used for recreation and education will be cleaned and closed.
- e. Student Life will continue to operate and monitor the needs of students remaining on campus until they are able to make travel arrangements to return home.

12. Move-out Procedures

- a. All personal items removed from all areas (including laundry rooms).
- b. All trash taken to outdoor dumpsters (not to be left anywhere else in dorm).
- c. All furniture put in its original place.
- d. Desks and dressers are to be emptied, cleaned, and wiped down with drawers left open.
- e. Floors swept and mopped.
- f. Blinds shut and windows locked.
- g. Dorm keys returned to Student Life Department.
- h. WOLBI will serve students who are unable to depart campus quickly by providing room and board until they are able to make travel arrangements home.

13. Communication

- a. Students and Staff will be provided with information regarding shut down procedures in a timely and orderly manner.
- b. Parents/Guardians and other constituents will be notified of WOLBI Leadership's decision to shut down campus via press release, email, and other modalities to ensure clear communication.