



Student Community Health Guidelines

COVID-19 Campus Safety Plan

ABOUT COVID-19

COVID-19 is a respiratory infection that is transmitted through person-to-person contact. Illness due to COVID-19 infection is generally mild. As with many other respiratory infections, the likelihood of severe illness is much higher in the elderly and among those with chronic medical conditions. COVID-19 has become an established human pathogen, and a certain level of transmission is now expected. The goal of COVID-19 prevention measures in Canada is to minimize societal disruption, protect the most vulnerable, and maintain adequate health services.

The virus that causes COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, and from touching a contaminated surface and then touching the face. Higher risk situations require adequate protocols to address the risk. The risk of COVID-19 depends on the amount of virus circulating in the community, which changes from place to place and over time. Community transmission is monitored by public health authorities in British Columbia.

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

Capernway Harbour Bible Centre has developed the below protocols in accordance with the directives and guidelines laid out by our provincial and federal governing bodies, health authorities and industry leaders. We have done this with the highest degree of care and consideration for our student and staff body, our Thetis Island community and our society at large. Capernway Harbour also has strict internal protocols in place for our staff and work areas. Our goal is to provide a safe and stable environment in which to focus on the Lord Jesus Christ, to study the Bible together and to grow in Christ and love for one another.

PERSONAL RESPONSIBILITIES AND EXPECTATIONS

Hand hygiene:

- Wash hands often with soap and water for at least 20 seconds; use an alcohol-based (or equivalent) sanitizer if soap and water are not available
- Wash or sanitize hands before and after: entering or exiting a building, sharing equipment, using a washroom, eating, using a face mask, touching a high-touch surface and/or coughing, sneezing or touching your face
- Do not touch your face, eyes, nose or mouth with unwashed hands

Respiratory etiquette:

- Sneeze or cough into a tissue or the bend of your arm and immediately dispose of used tissue and wash hands
- Turn away from others when coughing or sneezing

Physical distancing and reducing contact:

- Maintain 2 metres (6 feet) distance at all times from anyone not in your 'household' - in this context your 'household' is those with whom you share an accommodation

- Minimize direct physical contact with those in your accommodation as much as possible
- Wear a non-medical face mask whenever consistent physical distancing is not possible

Daily self-assessment and illness reporting:

- Assess yourself daily for symptoms of COVID-19 and immediately report to staff if you become aware of any of these symptoms in yourself or someone else
- If you become ill, please do not come to class, meals or into any public area; immediately self-isolate and await further instructions from student wellness or administrative staff

COMMUNITY PROTOCOLS AND GUIDELINES

‘Bubbles’ and physical distancing:

- Each student accommodation will be a ‘Bubble’
- Students must maintain 2 metres (6 feet) distance at all times from those outside their ‘Bubble’
- ‘Bubbles’ will sit together for all meals and classes and separated from others by the appropriate distance or a physical barrier
- Activities are planned to enable the student body to interact with those outside their ‘Bubbles’ as much as possible while maintaining the appropriate safety practices

Face masks:

- Non-medical face masks are mandatory in all public indoor spaces, such as: classrooms, hallways, foyers and meeting rooms; exceptions are the Main Hall dining rooms during meals and the fitness room
- Face masks should be worn whenever physical distancing of 2 metres from those outside your ‘Bubble’ is not possible
- If you are unable to wear a face mask due to medical reasons, a doctor’s note will be required
- Please see posted instructions for properly donning and doffing a non-medical face mask

Sanitization:

- Protocols are in place for the routine disinfecting of high touch surfaces in all public areas and accommodations
- Students will be assigned daily duties or designated as part of a work day cleaning crew in order to accomplish a portion of these sanitization protocols

Classrooms:

- In order to limit total group sizes to below 50 persons the student body will be divided into two main learning groups with each group using a separate classroom
- Learning groups will each contain approximately 40-45 students in 9 ‘Bubbles’
- One classroom will host the lecturer in person while the other will receive a simultaneous live-stream of the lecture on screen
- Both classrooms will be hosted and monitored by a staff member
- Learning groups will rotate each week between the ‘live’ classroom and the live-stream classroom
- Seating for each ‘Bubble’ will be assigned and remain unchanged throughout the week; each ‘Bubble’ will be separated from others by at least 2 metres or a physical barrier
- Depending on the particular classroom, there may be designated entry and exit doors, and entry and exit may be directed by a supervisory staff

- Please sanitize your hands upon entry to any classroom; a sanitization station is set up at the entry to each classroom
- Please sanitize your desk at the start and end of each day during class; sanitizer wipes will be made available in the classrooms
- All classrooms and dining rooms will be available to students for studying each afternoon during designated hours; please wipe your seating area before and after use with the sanitizer wipes available in each of these areas
- Smaller group learning activities will also be organized with the normal distancing protocols in place

Meals:

- There are two dining rooms in the Main Hall, each able to contain approximately 45 students in 9 'Bubbles'
- Seating in each dining room will be assigned and remain unchanged throughout the week; each table will be separated from other tables by at least 2 metres or a physical barrier
- There are designated entry and exit doors for each dining room
- Students must wait outside the Main Hall until the meal bell rings and they are invited inside by the staff or LTS meal host; seating should be done in an orderly fashion while maintaining the appropriate distancing from those outside your 'Bubble'
- Please sanitize your hands upon entry to either dining room; a sanitization station is set up at each entry to the Main Hall dining rooms
- There are rigorous safety protocols in place for food preparation and service; servers will be required to wear a face mask while serving and instructed to minimize contact with items at your table as much as possible
- Students are asked to combine their leftover food and stack their dishes at the designated place on each table at the end of the meal
- Tables will be dismissed at the end of the meal in groups, in order to allow for proper physical distancing while exiting

Accommodations:

- Accommodations have not been filled to maximum capacity; this is in order to facilitate better distancing and hygiene
- Students are required to clean and disinfect their accommodations daily; daily duties will be organized to this end and the appropriate instruction provided by staff; weekly deep cleans will be supervised and inspected by staff
- Students are not allowed to enter any student accommodation that is not their own
- Please keep personal items separated from others' and refrain from sharing utensils, dishes, mugs, appliances, toiletries, clothing, etc. with others in your accommodation

Recreation:

- Please continue to practice physical distancing during all indoor or outdoor recreational activities
- The gym will be used on a sign-up basis only with limited capacity to ensure physical distancing is possible at all times
- Sports equipment for the gym may be signed out from the designated staff person and must be disinfected between each use
- Please abide by all protocols as posted at the gym and fitness room, such as: physical distancing, use of face masks, hand sanitization, maximum occupancy limits and disinfection of equipment before and after use
- Certain sports equipment, such as volleyballs and frisbees, will be available in the Main Hall sports equipment closet for students to use freely; equipment must be disinfected and hands sanitized before and after each use

- Please follow all instructions and protocols for any organized staff-lead activities, such as waterfront, climbing tower, team games, etc.

Public buildings and areas:

- Signage regarding maximum occupancy, hand washing/sanitizing, entry/exit, restricted areas, etc. are posted throughout the property; please pay attention to these and be diligent to comply
- There will be no storing or hanging of personal items in foyers or other public areas; please keep personal belongings, such as jackets and bags, with you at all times
- Capernwray Harbour property will be closed to visitors and the public and will not be hosting any other guests or programmes on property during the Bible School programme; please notify the main office if you notice anyone on property who may not be authorized
- Only one 'Bubble' at a time may enter the Pump House snack shop up to 4 persons maximum (besides the serving staff)

Online elements, services and facilities:

- In order to minimize physical contact many aspects of programme delivery and services will be provided online, using a variety of technology, such as:
 - Communication with students related to curriculum, schedules, assignments and duties will be through the online communication platform 'Moodle'; other things like meal sign-outs or event sign-ups will be provided through this platform as much as possible
 - Payment for various services or activities will be online or by contactless payment as much as possible
 - In order to minimize the use of cash, no ATM will be available; cash for the coin and laundry machines can be obtained through the 'Pump House' snack shop during open hours
- In order to support accessibility to online learning and information sharing platforms, all students are required to have a wireless enabled/compatible device, such as a tablet, iPad or laptop (mobile phones will not suffice for this purpose)

Daily duties and work days:

- Strict physical distancing, face mask and sanitization protocols will be in place for work crews and daily duties

Sundays:

- Since attendance at churches are still limited, students will not be going across to Vancouver Island for church services on Sundays; instead, students are required to attend on-campus worship services provided each Sunday morning and evening

Off-island travel:

- In order to protect our Capernwray Harbour staff and student body and avoid disruption of the Bible School programme, please make every effort to refrain from physical contact with any person who is outside your 'Bubble' during the duration of your attendance, whether on or off campus
- We encourage students to limit off-island travel to essential needs only
- If you do travel off of Thetis Island please continue to maintain personal safety protocols and respect the guidelines of any place of business or community that you travel to; avoid spending the night in other people's homes if possible and if you share a vehicle with someone outside your 'Bubble' wear a face mask
- Please familiarize yourself with border restrictions and protocols for any country you are considering travelling to
- Current federal health orders state that anyone coming to Canada from outside the country is legally required to quarantine for 14 days upon entry (or re-entry)

- Where off-island travel is by way of a Capernwray Harbour organized and lead activity, careful safety protocols will be in place

ILLNESS RESPONSE

Experiencing symptoms:

- If at any time you are experiencing the below symptoms, please isolate yourself from others and notify a staff member as soon as possible:
 - fever
 - chills
 - cough
 - shortness of breath
 - sore throat
 - stuffy or runny nose
 - loss of sense of smell
 - headache
 - muscle aches
 - fatigue
 - loss of appetite
- The Student Wellness Coordinator or another staff member with the appropriate health knowledge will assess you to determine next steps
- If it is considered a potential case of COVID-19:
 - you will be moved to one of our designated quarantine rooms until next steps are determined
 - your room mates and other close contacts will be notified and given instructions as appropriate
 - your accommodation and other areas you recently contacted will be disinfected
 - you will be guided in contacting local health authorities to obtain further directions, including testing and/or a doctor appointment as needed

Confirmed cases:

- If it is a confirmed case of COVID-19, the student will be quarantined for at least 10 days and until symptoms subside
- A second test for COVID-19 may be required to confirm the student is no longer infected
- Roommates and close contacts will also be required to quarantine for 14 days and monitor closely for symptoms or until tested and confirmed negative

Quarantining:

- Specific accommodations have been designated as quarantine rooms and will remain available throughout the year for this purpose
- Quarantined individuals must remain inside their room at all times except for controlled walks outdoors and must not come into contact with, or within 2 metres of, any other individual during this time
- When in quarantine, individuals must still continue to practice personal safety protocols as much as possible (hand washing, disinfecting, etc.)
- Regular meals will be delivered to the accommodation daily at meal times
- A staff member will provide daily check ins for support, encouragement, general health assessment and to ensure protocols continue to be followed

NOTE: The Student Community Health Guidelines will be modified as public health orders and guidelines change