

# GUIDANCE FOR POST-SECONDARY INSTITUTIONS

## Overview

Under current Chief Medical Officer of Health Orders, businesses and entities are required to:

- Implement practices to minimize the risk of transmission of infection among attendees;
- Provide procedures for rapid response if an attendee develops symptoms of illness;
- Ensure that attendees maintain high levels of sanitation and personal hygiene;
- Comply, to the extent possible, with the [COVID-19 General Relaunch Guidance](#), this guidance, and any other applicable Alberta Health guidance found at: <https://www.alberta.ca/biz-connect.aspx>.

This document has been developed to support post-secondary institutions in reducing the risk of transmission of COVID-19 among attendees (including students, workers, volunteers, patrons and the general public). The guidance provided outlines public health and infection prevention and control measures specific to post-secondary institutions.

This guidance is subject to change and will be updated as needed. Current information related to COVID-19 can be found at [Alberta.ca/covid19](https://www.alberta.ca/covid19).

## COVID-19 Risk Mitigation

General Guidance
<ul style="list-style-type: none"><li>• Post-secondary institutions may resume in-person instruction or blended in-person/online instruction, so long as:<ul style="list-style-type: none"><li>○ A physical distance of 2 meters is maintained at all times between all individuals who are physically present.</li><li>○ Up to 100 individuals are allowed to be seated in a lecture hall, classroom, educational space, as long as there are 2 metres of distance between all individuals.</li><li>○ If two or more individuals are required to come within 2 metres of each other for the purpose of instruction, practice, or undertaking examinations, additional protections should be instituted such as:<ul style="list-style-type: none"><li>▪ engineering controls (barriers or partitions),</li><li>▪ the use of masks,</li><li>▪ minimizing the time that individuals are in close contact.</li></ul></li></ul></li><li>• Post-secondary leaders are encouraged to continue to hold classes remotely and limit in-person attendance on campus as much as possible.</li><li>• Before re-opening to in-person attendance, post-secondary institutions should establish their own COVID-19 plans, including:<ul style="list-style-type: none"><li>○ Adaptations to educational programming and spaces to meet maximum attendance and physical distancing requirements.</li></ul></li></ul>

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- A schedule for enhanced cleaning and disinfection of high-traffic areas and high-touch surfaces.
- Plans to identify and manage illness in educational, residential, food service, and recreational settings on campus.
- Post-secondary institutions should develop an online orientation for students and faculty returning to campuses that addresses expectations and shared responsibility to prevent the spread of COVID-19.
- Staff, students, visitors, and volunteers who access the post-secondary institution for work, education, recreation, or residence should screen for symptoms every day that they enter the post-secondary institution using the [Alberta Health Daily Checklist](#).
- Any individual experiencing [symptoms](#) of COVID-19 that are not related to a pre-existing illness or health condition is required by law to follow Alberta's [isolation requirements](#).
- To support accurate contact tracing, staff, students, visitors, and volunteers should be encouraged to download and use the Alberta contact tracing app, [ABTraceTogether](#).
- To support public health contact tracing efforts in the event that an attendee tests positive or an outbreak is identified post-secondary institutions should consider collecting the names and contact information for all staff and students, and are encouraged keep daily attendance lists for in-person classes, where feasible.
- Providing information is voluntary for attendees. An organization must obtain an individual's consent and notify them about the purpose and legal authority for the collection.
- Information about attendees will only be requested by Alberta Health Services if a potential exposure occurs onsite.
- Records should only be kept for 2 weeks. An organization must make reasonable security arrangements to protect the personal information.
- Any personal information that is collected for COVID-19 contact tracing can only be used for this purpose, unless an individual provides their consent.
- For more information, the Office of the Information and Privacy Commissioner has released Pandemic FAQ: Customer Lists about collecting personal information from customers during the COVID-19 pandemic.
- For questions about your obligations under PIPA, please contact the FOIP-PIPA Help Desk by phone at 780-427-5848 or by email at [sa.accessandprivacy@gov.ab.ca](mailto:sa.accessandprivacy@gov.ab.ca).

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<p><b>Physical Distancing</b></p>	<ul style="list-style-type: none"> <li>• Post-secondary institutions should institute controls to ensure physical distancing between all attendees in areas in and outside of the classroom, including hallways, washrooms, and common areas. This could include:             <ul style="list-style-type: none"> <li>○ Staggering start and end-times for classes, if possible, to avoid crowded hallways.</li> <li>○ Removing and restaging seating in classrooms and common areas to keep two metres of distance between occupants; consider alternating rows of seating.</li> <li>○ Using floor markings, <a href="#">signs</a>, barriers, and staff or volunteers to maintain one-way flow of traffic and discourage gatherings in close quarters and high-traffic areas.</li> <li>○ Dismissing class participants in a staggered, orderly fashion to prevent crowding around exits.</li> <li>○ Limiting bathroom occupancy.</li> <li>○ Avoiding or adapting practices that otherwise include close physical contact between individuals such as hand shaking or passing items from one individual to another (e.g. teaching aids)</li> </ul> </li> <li>• Additional distancing or barriers may be necessary depending on how lecturers and instructors interact with students.             <ul style="list-style-type: none"> <li>○ Instructors should follow <a href="#">applicable public health guidance</a> for their discipline while providing instruction.</li> </ul> </li> </ul>
<p><b>Cleaning and Sanitation</b></p>	<ul style="list-style-type: none"> <li>• Post-secondary institutions should increase the frequency of cleaning and disinfection of high-touch areas in and outside classrooms.</li> <li>• Hand sanitizer should be provided at classroom entrances and exits, and proper hand hygiene and respiratory etiquette should be promoted.</li> <li>• Routinely check high-traffic areas, common areas, and public washrooms to ensure that they remain clean and well-stocked with soap and paper towels.</li> <li>• Post numbers to call to report sanitation and distancing concerns, and respond immediately to sanitation concerns from attendees.</li> </ul>
<p><b>Practical learning experiences</b></p>	<ul style="list-style-type: none"> <li>• Practical learning experiences may resume as long as the risk of infection can be mitigated for all participants.</li> <li>• If two or more individuals are required to come within 2 metres of each other for the purpose of instruction, practice, or undertaking examinations, additional protections should be instituted such as:             <ul style="list-style-type: none"> <li>○ engineering controls (barriers or partitions),</li> <li>○ the use of masks,</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ minimizing the time that individuals are in close contact.</li> <li>○ If the practical learning space is in a workplace, the participant is expected to follow health rules set out by the workplace.</li> <li>● Students who are required to participate in aerosol-generating procedures or work with suspected or confirmed COVID-19 patients as part of their learning experience (e.g. medical residents or nursing students) have the option to defer the practical learning experience. Institutions should offer this choice without penalty.             <ul style="list-style-type: none"> <li>○ If the student chooses to participate in these activities, appropriate controls and/or PPE should be provided where the services are undertaken, along with instructions for how to use them.</li> </ul> </li> <li>● Use of shared items or equipment should be avoided. Equipment that must be shared should be cleaned and disinfected before and after each use and users should perform hand hygiene before and after each use.</li> </ul>
<p><b>Responding to illness</b></p>	<ul style="list-style-type: none"> <li>● All post-secondary institutions are required to have detailed plans for a rapid response to illness and outbreaks on campus and in associated student residence.</li> <li>● All attendees at post-secondary institutions should be familiar with and follow the institution’s rapid response plan if they start to feel sick while onsite. This should include:             <ul style="list-style-type: none"> <li>○ Immediately isolating the attendee from others.</li> <li>○ Cleaning and disinfecting all surfaces that may have come into contact with the symptomatic attendee.</li> <li>○ Requiring hand hygiene and masking of the attendee.</li> <li>○ The attendee must isolate as soon as possible.</li> </ul> </li> <li>● Staff, students, and others should be reminded that anyone who starts to experience symptoms associated with COVID-19 while onsite or staying in residence must immediately isolate at home or in residence.             <ul style="list-style-type: none"> <li>○ Symptomatic individuals should be directed to use AHS’ COVID-19 Self-Assessment or contact 811 for screening and testing, and notify the post-secondary institution or residence.</li> </ul> </li> <li>● If the post-secondary institution learns that two or more staff or students have become symptomatic and have a known location link (e.g. inhabit the same residence or attend the same class), the institution is expected to notify Alberta Health Services (811).</li> </ul>
<p><b>Residences and Dorms</b></p>	<ul style="list-style-type: none"> <li>● To align with federal and provincial quarantine requirements, residences may wish to re-open two weeks before in-person classes start, to allow international students to complete their quarantine period.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Residences should consider having rooms dedicated for symptomatic residents and residents with COVID-19 and their close contacts to isolate. Procedures to support isolating residents, including delivery of meals, laundry, and washroom use must also be prepared.</li> <li>• Residences should develop individual plans for re-opening that include strategies to support physical distancing amongst residents and reduce use of shared facilities. These could include:             <ul style="list-style-type: none"> <li>○ Reducing the number of residents per floor.</li> <li>○ Instituting staggered schedules for using shared facilities (kitchens, showers, gyms).</li> <li>○ Posting capacity limits in bathrooms, showers, and common rooms.</li> <li>○ Using floor markings, <a href="#">signs</a>, and barriers to maintain one-way flow of traffic.</li> </ul> </li> <li>• Residences are expected to adopt an enhanced cleaning and disinfecting schedule for all shared spaces and high-touch surfaces.</li> <li>• Residences are expected to keep up to date contact information for all residents and are also encouraged to keep records of service providers or contractors who enter the residences.             <ul style="list-style-type: none"> <li>○ Residents may wish to keep a list of their visitors and any other persons who enter their floor or room.</li> <li>○ Residence-sponsored social gatherings (e.g., floor parties) should only host a maximum of 50 individuals and maintain physical distancing.</li> </ul> </li> <li>• Common recreational areas within residences such as game rooms and TV rooms may be opened so long as adaptations to the space are made to encourage physical distancing between all attendees, and an enhanced cleaning and disinfecting schedule is followed. Shared equipment in these rooms should be frequently cleaned and sanitized.</li> </ul>
<p><b>Food services</b></p>	<ul style="list-style-type: none"> <li>• Post-secondary institutions with dining halls/food service must have plans in place to mitigate the risk of infection spread in these facilities before they can re-open. Suggestions include:             <ul style="list-style-type: none"> <li>○ Multiple, staggered meal services to reduce the number of people in the dining area at one time.</li> <li>○ Encouraging diners to take their meals to other areas for consumption.</li> <li>○ Posting <a href="#">signs</a> to encourage physical distancing, manage the flow of people, and divert people from high-traffic areas.</li> <li>○ Spacing out seating and line-ups.</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>• Food service providers and licensed drinking establishments on campus must adhere to the <a href="#">Food Regulation</a> and the <a href="#">Guidance for Restaurants, Cafes, Pubs and Bars</a> when relaunching.</li> </ul>
<b>Sports and recreation</b>	<ul style="list-style-type: none"> <li>• Indoor and outdoor sports and recreation may proceed in accordance with <a href="#">sector specific guidance</a>.</li> <li>• Post-secondary institutions may open their gyms, pools, recreation centres, and arenas so long as they adhere to <a href="#">sector-specific guidance</a>.</li> </ul>
<b>Campus life</b>	<ul style="list-style-type: none"> <li>• Social gatherings that occur in the buildings or grounds of the post-secondary institution must adhere to the <a href="#">Restrictions on Gatherings</a>.</li> <li>• Post-secondary institutions may open and operate libraries, theatres, concert halls and other performing venues so long as these venues adhere to the <a href="#">sector-specific guidance</a>.</li> <li>• Water fountains or water coolers may remain open and should be cleaned and disinfected frequently.             <ul style="list-style-type: none"> <li>○ Where disposable water cups are provided, place a lined garbage receptacle close by for any used cups.</li> </ul> </li> <li>• Places of worship may operate on campus with no restrictions on attendance, so long as there is a distance of at least 2 metres or appropriate barriers between members of different households or cohorts.             <ul style="list-style-type: none"> <li>○ Operators should follow the <a href="#">Guidance for Places of Worship</a>.</li> </ul> </li> <li>• Day camps and summer schools may operate on campus so long as they adhere to <a href="#">sector-specific guidance</a>.</li> <li>• Daycares and out-of-school care programs at post-secondary institutions must abide by <a href="#">the Daycare &amp; Out-of-School Care guidance</a>.</li> </ul>
<b>International Students</b>	<ul style="list-style-type: none"> <li>• To align with federal and provincial quarantine requirements, staff and students returning from international travel must quarantine for 14-days. This may occur in the residence, provided that <a href="#">isolation requirements</a> and <a href="#">public health orders</a> are followed.</li> </ul>
<b>Retail Stores on Campus</b>	<ul style="list-style-type: none"> <li>• Post-secondary institutions with retail areas, should refer to:             <ul style="list-style-type: none"> <li>• <a href="#">COVID-19 General Relaunch Guidance</a></li> <li>• <a href="#">Guidance for Retail Businesses</a></li> </ul> </li> </ul>
<b>Additional Resources</b>	<ul style="list-style-type: none"> <li>• <a href="#">COVID-19 Information for Albertans</a></li> <li>• <a href="#">Alberta Biz Connect</a></li> <li>• <a href="#">Relaunch guidance documents</a></li> </ul>