

Fall 2021 Protocols for In-Person Classes on the Kingston Campus August 26, 2021

General Information

- COVID-19 health and safety guidelines will be widely communicated to all members of the Queen's community. Changes to health and safety guidelines will also be communicated widely to the Queen's community as they arise.
- Self-assessment for symptoms of COVID-19 is required before students and instructors come to campus. The Queen's SeQure app screening tool can be used for this purpose. Anyone with symptoms must stay home and not attend classes.
- Signs will be posted on the entrance doors to all buildings and all classrooms to remind all persons that masks must be worn, and to refer students to academic advisors in their Faculty/School if they cannot wear a mask.
- Student Guidelines below will be incorporated into signs that will be posted on classroom doors and will be widely communicated to students via email from the Provost's office.
- Instructor Guidelines below will be emailed to all instructors.

Student Guidelines

- All individuals who are participating in university activities in person must attest to receiving their first dose of a Health Canada or World Health Organization (WHO)-approved COVID-19 vaccine before they come to campus and receive their final required dose of vaccine no later than October 15, 2021. Any individual who requires an accommodation under the *Ontario Human Rights Code* with respect to vaccination status must formally request such an accommodation and provide supporting documentation. All individuals who are not fully vaccinated due to an approved accommodated need or who are awaiting their second or final dose are required to adhere to additional health and safety measures, including, but not limited to, twice weekly rapid testing. Please review the full details of Queen's mandatory vaccination requirements on the [Safe Return](#) website.
- Before coming to campus for a class or academic activity, conduct a [self-assessment](#) for symptoms of COVID-19. If you have symptoms, or have been directed by KFL&A Public Health to self-isolate as a result of close contact with a COVID-19-positive individual, stay home, do not attend classes, and follow the [KFL&A Public Health Protocols](#).
 - If you will be missing a class(es) or an academic requirement due to COVID-19 illness, COVID-19 symptoms, or a self-isolation requirement, academic consideration will be granted. To receive academic consideration, you need to submit a request by following your Faculty's/School's established protocol for students with extenuating circumstances.
 - For COVID-19-related absences, a self-attestation of your illness or requirement to self-isolate will be sufficient documentation of your circumstances. Documentation from a health-care provider will not be required.
 - It is your responsibility to contact each of your instructors to arrange to make up the missed work.

- Allow people from the previous class to leave the room before entering to avoid bottlenecks at entrances.
- Hand sanitizer is available at the entrance to each building for your use, however you are also encouraged to bring your own.
- Masks are required to be worn in all indoor spaces, including in classrooms, labs and clinical teaching spaces. Some programs may require the wearing of medical-grade masks and/or full personal protective equipment (PPE).
 - If you are unable to wear a mask for medical reasons, do not attend your in-person classes. Instead:
 - contact your Faculty/School Office to meet with an academic advisor who will help you consider options for completing the class, or another class.
 - A range of accommodations may be possible to provide you with an experience that is as close to the classroom experience as possible. QSAS is available to assist with this process.
 - email your instructors to let them know that you are unable to wear a mask.
- Eating or drinking in classrooms is not permitted.

Instructor Guidelines

As we return to more in-person classes, it is likely that some students will continue to face significant challenges in returning to normal academic expectations. It will be important for instructors to offer flexibility wherever possible.

- Before coming to campus for a class or academic activity, conduct a [self-assessment](#) for symptoms of COVID-19. Instructors must also remind students regularly to conduct a self-assessment for symptoms of COVID-19 before coming to campus for a class or academic activity.
- Instructors must remind students regularly that if they have COVID-19 symptoms, or have been directed by KFL&A Public Health to self-isolate as a result of close contact with a COVID-19-positive individual, they must stay home, not attend classes and follow the [KFL&A Public Health Protocols](#).
- Should a student arrive at class exhibiting COVID-19 symptoms, or indicating that they are experiencing symptoms, instruct them to go home and follow the KFL&A public health protocols. If they will be absent for several days, advise them to submit a request for academic consideration using their Faculty's/School's established protocol for students with extenuating circumstances. Assure them that appropriate academic consideration will be provided and that only a self-attestation will be required by way of documentation. Let your students know how to access your Faculty's/School's protocol.
- Masks are required to be worn in all indoor spaces, including in the classroom.
 - Instructors who are fully vaccinated may deliver lectures without a mask if 2-metre distancing from the students can be maintained while lecturing. Masks are to remain on at all other times. Unvaccinated or partially vaccinated instructors must wear a mask while in the classroom, even while lecturing.
 - Eating and drinking in class is not permitted.

- Instructors are responsible for making the following announcements in the first in-person class session:
 - All individuals who are participating in university activities in person must attest to receiving their first dose of a Health Canada or World Health Organization (WHO)-approved COVID-19 vaccine before they come to campus and receive their final required dose of vaccine no later than October 15, 2021. Any individual who requires an accommodation under the *Ontario Human Rights Code* with respect to vaccination status must formally request such an accommodation and provide supporting documentation. All individuals who are not fully vaccinated due to an approved accommodated need or who are awaiting their second or final dose are required to adhere to additional health and safety measures, including, but not limited to, twice weekly rapid testing. Please review the full details of Queen’s mandatory vaccination requirements on the [Safe Return website](#).
 - Masks must be worn during class time.
 - Eating and drinking in class is not permitted.
 - Allow people from the previous class to leave the room before entering to avoid bottlenecks at entrances.
 - Hand sanitizer is available at the entrance to each building for use by students, however students are also encouraged to bring their own.
- If students arrive at a class without a mask, instructors should remind them that masks are required, using [educative explanations](#).
 - If a student did not bring a mask, they must leave the class and obtain a mask from one of a number of areas across campus, including all vending machine locations, before returning.
 - If a student refuses to leave the classroom to obtain a mask, instructors should call Campus Security and Emergency Services at 613-533-6111, who will send a security professional to address the situation.
 - If a student is unable to wear a mask for medical reasons, they must do the following before attending any in-person class:
 - contact their Faculty/School Office to meet with an academic advisor who will help them consider options for completing the class, or another class, with an accommodation; and
 - email their instructors to let them know that they are unable to wear a mask.
- Hand sanitizer is available at the entrance to each building for your use, however you are also encouraged to bring your own.
- Please end your class at the specified time so that sufficient time is provided for students to exit and enter the classroom in an orderly manner.