



Wycliffe College

MEMO

TO: Residents & Apartments in Wycliffe College **FROM:** Principal Stephen Andrews
DATE: April 6, 2020 **RE:** COVID-19

Wycliffe College has established a response team to engage with issues surrounding the Coronavirus. This team is actively monitoring local conditions related to COVID-19, and will work to provide updates to you as circumstances change and as information becomes available. Your health, wellness and safety are our top priorities.

Any dorm or apartment residents who experience symptoms consistent with COVID-19 should complete the Ontario Ministry of Health's self-assessment which can be accessed at <https://www.ontario.ca/page/2019-novel-coronavirus>

Depending on your responses (and assuming you have symptoms), you will likely be directed to do one of the following:

1. Self-isolate and continue monitoring for symptoms;
2. Begin self-isolation AND call either Telehealth Ontario (1-866-797-0000) or your primary care provider for further instructions;
3. Call 911 or go to nearest emergency room (for severe, life-threatening symptoms).

Self-isolation lasts for at least 14 days (even if symptoms end prior to that). If symptoms are still present at 14 days, you must remain in isolation until all symptoms have been absent for at least 48 hours.

If you have had close contact with other people in the two days prior to developing symptoms, you need to let them know that you have developed symptoms and that they should also self-isolate and monitor for development of symptoms. If they do develop symptoms, they should complete the self-assessment tool and follow the instructions provided. Development of symptoms also means that the 14 day clock of isolation will restart.

If you qualify to have a swab done at an assessment centre, continue to self-isolate until you have the swab results. If the swab comes back positive, continue the remainder of your self-isolation. If the swab comes back negative, follow the instructions of public health.

Notifying Wycliffe

We ask that any dorm or apartment resident who experiences symptoms consistent with COVID-19 notify Wycliffe's Residence Don, Scott Leveille (who will likely have follow-up questions regarding which

sections of the building you have been in and if you have had contact with any other individuals at the College).

Self-Isolated Dorm Residents

Any resident who experiences symptoms consistent with COVID-19 will be moved to self-isolate in one of our basement dorms (Dorm A or B – both of which have private washrooms and showers). They will not be allowed back into their dorm room until 14 days after the symptoms started (unless they continue to show symptoms - then they would need to remain isolated until 48 hours after symptoms have disappeared).

During their isolation, meal plan food will be delivered to them and left outside their door at agreed upon times.

Residents in isolation are not permitted back in their residence room or outside their isolation area. They are asked to keep in daily contact with our Residence Don, Scott Leveille.

Self-Isolated Apartment Residents

Any resident of a Wycliffe Apartment who experiences symptoms consistent with COVID-19 must self-isolate in their apartment. Their family will need to isolate with them. This isolation should continue for 14 days after the last symptom has disappeared. The 14-days would begin again for the whole family if any other member of the family begins to show symptoms.

Apartment residents in isolation are not permitted in other areas of the College. They are asked to keep in daily contact with our Residence Don, Scott Leveille.

Designated Study Spaces in the College (Available only upon approval)

Designated study spaces have been made available for those who have requested space in the College. These spaces are sufficiently spaced to remain safely within public health guidelines.

Rules for use of Study Spaces:

- Each space will be assigned to a particular resident. You will only use this assigned space (no one else will use your spot and you will never use another resident's spot).
- You may not use the space if you become symptomatic (coughing, fever, fatigue, etc.)
- Doors will remain open to avoid contamination resulting from opening and closing doors
- You are responsible to clean your own study space.
- Remain only in your own assigned space (you are not permitted to invite others over or go to visit other residents who are assigned space in the same room as you).

If these rules are not followed, then the College will revoke use of these study spaces for all residents. The use of these spaces is subject to change based on current recommendations from the Ontario Ministry of Health or the City of Toronto.

Public Spaces in the College

All the public spaces in the College are closed (e.g. Reading Room, Refectory, Blackwell Lounge, Day Student Lounge, 2nd floor Common Room, etc.). The only exception to this is for those who have requested and been assigned a designated study space. However, you are only allowed to be in your assigned study space. You are not permitted in rooms in which you do not have an assigned study space

(e.g. if your assigned spot is in Leonard, you are not permitted into Cody Library, even to briefly visit a resident with a designated study space in there).

Washrooms

Only use the washrooms on the residence floors (or the one in your apartment for apartment residents). Our cleaning staff are prioritizing the cleanliness of the washrooms on the residence floors.

Office Areas

Please stay away from the office areas (this includes the offices in Student Services and the CRC office in the basement). Essential staff and faculty that have permission to be in the College will come into their offices from time to time. To minimize contact we will have the access doors to these offices locked. However, if you do see the door open you are not permitted to go into the office area (or cut through it to exit the west side of the building). Staff and Faculty have also been instructed that when in the building, they need to stay in their own offices as much as possible and to keep a safe distance (2 metres) from others (residents, other staff members, etc.)

Keeping Safe

There are things we can all do to stay well and safe:

- Wash your hands often with soap and water for at least 15 seconds. If soap and water are not available, use an alcohol-based hand sanitizer
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Avoid close contact with people who are ill
- Stay home when you are ill
- Cover your cough or sneeze with a tissue, then immediately throw the tissue in the garbage and wash your hands
- If you don't have a tissue, sneeze or cough into your sleeve or arm
- Clean and disinfect frequently touched objects and surfaces

The above directives are provided in the knowledge that such measures can significantly reduce the risk of infection to individuals and the wide residential Wycliffe community. Your cooperation and compliance with them is critical to this objective.

We have created a page on the Wycliffe College website where you will find links to important resources, information, and updates. See: wycliffecollege.ca/coronavirus . If you have any questions or concerns, please feel free to contact the Principal's Office.