



SIX NATIONS

P O L Y T E C H N I C

Post-Secondary Continuity of Education Plans 2021-2022

Overview

Throughout the pandemic, Six Nations Polytechnic (SNP) has been committed to protecting the health and safety of all our students, staff, and community members. Our priority is the continued safety and education of SNP students.

The Ministry of Colleges and Universities' Post-Secondary Education Health Measures Frameworks for Fall 2021 requests that all post-secondary institutions implement a *Continuity of Education Plan* in the event that there is a disruption to in-person learning.

Health and Safety Protocols

Masks and Face Coverings

All students, staff, and approved visitors will be required to wear a mask or face covering indoors. This includes in hallways, during classes, common areas and in school vehicles. Face masks or face coverings can be temporarily removed when eating or drinking or for secondary students engaging in physical activity (gym class). Post-secondary students are required to wear their masks during their physical fitness class. When outdoors, a mask is not required. Some programs may require additional Personal Protective Equipment (PPE) and students will be advised by their Program Lead of the further requirements. SNP STEAM Academy staff are required to wear medical masks.

Six Nations Polytechnic recognizes that, for medical or other reasons, it may not be possible for some to wear a mask on campus. Please be advised that, in cases where staff or students are not able to wear a mask, alternative measures may be required to protect the health and safety of others.

To request a copy of our mask exemption form please contact one of the following:

- SNP STEAM Academy Students: reception@snpsteam.com
- SNP college, trades, and university students: Students@snpolytechnic.com
- SNP Staff: contact HR

Hand Hygiene

Hand sanitizing self-dispensing stations are located throughout the school in classroom, shop, and lab areas. Hands should be washed regularly throughout the day and thoroughly with soap and water for 20 to 30 seconds. In addition to soap and water, hand sanitizing stations with alcohol-based hand sanitizer

(> 60% alcohol) have been placed throughout both the Brantford and Ohsweken campuses.

Physical Distancing

Physical distancing markers and plastic barriers have been placed throughout the Brantford and Ohsweken campuses to promote distancing and reduce physical contact. All students, teachers and staff must follow the posted markers and maintain a 2m (6ft) distance between each other.

Entry and Screening

Staff and students will be required to self-screen daily prior to coming on-site to confirm that they are eligible to be on-site. Manual screening forms will be available on-site for those that cannot access the online version. A digital screening station will be used for a temperature check, to confirm face covering is in position, and to confirm screening was completed.

Links to online screening are:

SNP STEAM Academy <https://covid-19.ontario.ca/school-screening>

All other staff/students and visitors <https://covid-19.ontario.ca/screening/worker>

Results should be sent by email to screening@snpolytechnic.com

Rapid antigen testing

Rapid Antigen testing will be a part of our on-site screening process for asymptomatic individuals that have an approved vaccine exemption through SNP. If the rapid antigen test returns a positive result the individual will not meet SNP's screening requirements and will follow the process outlined in the COVID-19 response section of this document

Vaccination

Anyone accessing SNP campus facilities will be required to demonstrate proof of vaccination against COVID-19. This is a measure that is supported by local and provincial public health authorities.

SNP acknowledges that there may be instances where an individual is unable to get vaccinated. To request a copy of our vaccine exemption form please contact one of the following:

- SNP STEAM Academy Students: reception@snpsteam.com
- SNP college, trades, and university students: Students@snpolytechnic.com
- SNP Staff: contact HR

Outbreak Management Protocols

If an individual becomes ill while on-site, or does not meet screening requirements they will:

- be immediately separated from others, and directed to the designated isolation space if they are unable to exit the building immediately
- be provided with a medical mask
- continue to be supervised according to the school's policy
- be asked to maintain physical distancing

- be unable to take school or public transportation
- If a STEAM student becomes ill, they must go home. Parents will be contacted to make arrangements for pick-up.

Students are encouraged to contact the school, and staff should report to notify@snpolytechnic.com, contact their health care provider, and follow the guidelines provided by the health care provider and/or public health unit.

Testing negative for COVID-19 through a lab PCR test. Individuals are eligible to return on-site if:

- they have been free of fever for 24 hours
- they have been free of vomiting or diarrhea for 48 hours
- other symptoms are improving for at least 24 hours
- if they have not been directed to self-isolate
- have had no contact to a confirmed case of COVID-19

Testing positive for COVID-19 through a lab PCR test

Individuals that test positive for COVID-19 must follow advice from the local public health unit and cannot return to school until the local public health unit advises that it's safe.

Confirmed positive case of COVID-19 or COVID-19 Outbreak is declared

The school will report cases and closure information on our website and social media channels. SNP may provide information to public health in accordance with all applicable legislation. In the event of a positive case, SNP may consider a closure, this will be assessed based on the level of risk and exposure. The identity and confidentiality of the individual that tested positive will be protected. Individuals at risk of exposure that need to isolate will be notified. SNP will work with public health to support the safe management of any positive cases within the campus.



EMERGENCY LOCKDOWN BRANTFORD CAMPUS PROCEDURE

If a threat is viewed and perceived:

1. CALL THE MAIN OFFICE 226-493-1245 (from classroom phones dial ext. 101 or 102)
2. CALL 911

INTERNAL LOCKDOWN: A full lockdown where everyone moves to a safe location inside the building. (A lockdown drill will ALWAYS be preceded by an announcement 5 minutes in advance of the drill. If no announcement precedes a lockdown drill – IT IS REAL.)

ACTION:

- If you are in a classroom, or office, remain there.
- If you are in a hallway, move to a room or other place of safety immediately
- Provide assistance, where required, to individuals with a disability or language barriers
- Secure doors if possible, turn out lights, cover windows or pull shades if possible
- Remain quiet and out of sight. Stay away from all windows and doors.
- Turn off all cell phones to protect emergency communications
- Staff members or volunteers should record names of person's present
- Stay quiet and await instructions. Lockdowns can last a considerable time
- Do not open the door under any circumstances
- Do not evacuate if a fire alarm sounds unless identifiable emergency officials knock on your door and advice evacuation or unless you are certain that there is a need to evacuate

For open areas such as Cafeteria, Library or Gymnasium

- Generally, follow the same steps as those listed above
- If doors cannot be locked or barricaded, Take shelter under desks, tables, chairs or behind bookcases or other furniture or equipment

EXTERNAL LOCKDOWN: A partial lockdown where everyone remains outside of the building. An announcement of an "all clear" signal will indicate the end of a lockdown. Emergency officials will conduct a door-to-door confirmation of this announcement.

EMERGENCY EVACUATION BRANTFORD CAMPUS PROCEDURE

AT THE SOUND OF THE ALARM:

Go quickly and calmly to the nearest exit.

EVACUATION PROCEDURES:

- At the sound of the alarm, go immediately to the nearest exit.
- Leave the building by the most direct route.
- Follow instructions by Emergency Officials and/or SNP Campus Staff
- Take a position away from the building so as not to interfere with emergency personnel.
 1. Back of the Campus
 - B Wing Left Corner
 - C Wing Middle
 - A Wing Right corner
- Ensure that any person with a disability is assisted to a place of safety.

EXTENDED EVACUATION:

- You will be directed by SNP Staff and/or Fire Officials to a designated location.
- If instructed, please move quickly and calmly to the designated assembly point.
 1. Rise Centre parking lot

RETURNING TO FACILITIES:

- Remain outside or in the designated area until an ALL CLEAR has been given by Emergency Officials, SNP Staff and/or Fire Officials.

Continuity of Education – Online Learning

University Programming

All university programming for the Fall 2021 term is being delivered in a virtual format. In the event an instructor is unable to teach their class virtually, they are to connect with the Unit Manager in the University Unit and inform them that they will not be teaching. The instructor will make arrangements to ensure a continuity of learning takes place in their absence. If the absence is prolonged, the Unit Manager and Instructor will make alternate arrangements for another Instructor to continue teaching the course.

The University Unit will return to in-person learning for the Winter 2022 term and will follow all policies and procedures identified by the institute in accordance with provincial guidelines. In the event that in-person learning is no longer an option, all students will be requested to switch to the online delivery mode. If an instructor is unable to teach their class virtually, they are to connect with the Unit Manager of the University Unit and inform them that they will not be teaching. The instructor will make arrangements to ensure a continuity of learning takes place in their absence. If the absence is prolonged, the Unit Manager and Instructor will make alternate arrangements for another Instructor to continue teaching the course.

Lifelong Learning Programming

All lifelong learning programming for the Fall 2021 and Winter 2022 terms are being delivered in a virtual format. In the event an instructor is unable to teach their class virtually, they are to connect with the Unit Manager in the Lifelong Learning Unit and inform them that they will not be teaching. The Instructor will make arrangements to ensure a continuity of learning takes place in their absence. If the absence is prolonged, the Unit Manager and Instructor will make alternate arrangements for another Instructor to continue teaching the course.

College – Community Services Programming

The Community Services Unit is delivering all Fall 2021 and Winter 2022 term courses in a hybrid delivery model. Students are able to select whether they would like to be in-person or online. In the event that in-person learning is no longer an option, all students will be requested to switch to the online delivery mode. If an instructor is unable to teach their class virtually, they are to connect with the Unit Manager in the Community Services Unit and inform them that they will not be teaching. The Instructor will make arrangements to ensure a continuity of learning takes place in their absence. If the absence is prolonged, the Unit Manager and Instructor will make alternate arrangements for another Instructor to continue teaching the course. Student placements will be handled on a case-by-case basis if they are not able to complete a placement in-person. The Field Placement Specialists will assist as many students as possible with a virtual placement opportunity. Students who are unable to attain the required 200 hours of field learning for their credit as the result of limited access to placement due to associated Covid-19 limitation will be provided additional training opportunities related to the field of social services to achieve the required learning outcomes.

College – Health Services Programming

The Health Services Unit is delivering Fall 2021 and Winter 2022 terms a hybrid delivery model. Students are able to select whether they would like to be in-person or online except for mandatory in person labs

and clinical placements. In the event that in-person learning is no longer an option, all students will be requested to switch to the online delivery mode. If an instructor is unable to teach their class virtually, they are to connect with the Unit Manager in the Health Services Unit and inform them that they will not be teaching. The instructor will make arrangements to ensure a continuity of learning takes place in their absence. If the absence is prolonged, the Unit Manager and Instructor will make alternate arrangements for another Instructor to continue teaching the course. In-person labs are a mandatory component of the vocational learning outcomes of the program. If the pandemic prevents the institution or a student from attending a mandatory lab, the lab will be re-scheduled for the entire class or individual at a time when it is deemed safe. Labs may also be re-scheduled virtually in real time instruction with students in the event that in person is not possible. However, we anticipate campus access to continue for programs with required components, such as our Personal Support Worker (PSW) or Practical Nursing (PN) programs. Similarly, we do not expect any disruptions to clinical placements for essential programs such as PSW and PN.

Skilled Trades

The Skilled Trades Unit is delivering all trades theory and essential skills courses for the Fall 2021 and Winter 2022 terms online. If an instructor is unable to teach their online theory class, they will connect with the Unit Manager in the Skilled Trades Unit to advise of their absence and inform on plans for continuity of learning. If the absence is prolonged, the Unit Manager and instructor will arrange for alternate instruction.

In-person practical learning is a mandatory component in all skilled trades programs. If the pandemic prevents the institution or a student from attending in-person practical learning, the class will be re-scheduled to a time when it is deemed safe. We anticipate campus access to continue for skilled trades programs, such as our Construction Techniques or Pre-apprenticeship programs.

Field placement is a mandatory component of pre-apprentice programs. Students who are unable to attain the required 320 hours as the result of limited access to placement due to associated Covid-19 limitation will be provided alternate training opportunities related to the trade to achieve the required learning outcomes. The Field Placement Specialist will assist students on a case-by-case basis.

Emergency Contact Information

In the event of a life-threatening emergency please contact 911, or campus security at the main entrance of the building. For non-life-threatening emergencies please contact the main office or email:

Students@snpolytechnic.com