



CCBC COVID-19 Readiness Plan

October 12, 2020

Coastal College of British Columbia (CCBC) is committed to providing safe education delivery during the COVID-19 pandemic. This document contains pertinent information in the following areas:

- International Students and their arriving family-Plans to reduce the risk of transmission and exposure
- Outbreak- Case management
- [14-day Mandatory Quarantine Period](#)- Compliance issues

This plan is to be followed in conjunction with the [CCBC COVID-19 Safety Plan](#), [CCBC/WorkSafe BC six-step process](#) and the [Post Secondary Sector Go-Forward Guidelines](#). This plan will be updated regularly to ensure that the most current information provided by the Provincial Health Officer, WorkSafe BC, the Government of Canada, the Ministry of Health, the BC Centre for Disease Control, and The Ministry of Advanced Education Skills and Training is included.

As stated in the Go-Forward Guidelines, key interventions to reduce COVID-19 transmission are early diagnosis and isolation of people with COVID-19 and identification and management of clusters of infection. General prevention measures such as frequent cleaning of high touch surfaces, hand hygiene and reducing unnecessary close contact with large numbers of people add additional layers of protection.

This plan will be posted on our website and at our locations of operation. Adequate signage (WorkSafeBC or BCCDC), and regular communication of health and safety protocols at CCBC, will be provided to all stakeholders.

Within this document, it will be assumed that making reference to and International students will include their co-arriving family members.

International Students

International Students are valued members of the CCBC community. In an effort to support International Students, CCBC has developed a 3-stage plan. The three stages includes before arrival, when the student quarantines and after the 14-day Mandatory Quarantine period.

Prior to arrival, CCBC encourages International Students to work closely with our International Department to ensure the health and safety of our community of learners and the community at large.

Stage 1-Pre-Arrival

Before arrival, we ask students to communicate their interest to study at CCBC. An advisor from the International Department at CCBC will be assigned to the student throughout the 3-stage plan to ensure the health and safety of all stakeholders. This will be done via email, phone, or video calls.

An advisor from the International Department at CCBC will support the student to ensure that:

- a) The registration process is complete, and the International Students study permit is confirmed.
- b) All travel plans are provided for tracking. Travel itinerary must be sent by email to the International Department.
- c) Medical Insurance is purchased. Confirmation of purchase of medical insurance must be sent by email to the International Department.
- d) The student understands technology requirements to support online programming.
- e) The student downloads the Government of Canada's [ArriveCAN application](#) prior to arrival and complete the information required.
- f) The student downloads the [BC COVID-19 App](#) prior to arrival and complete the information required.
- g) 48 hours prior to entering Canada, the student completes a COVID- 19 self assessment.
- h) The student understands and follows the legal requirements to quarantine or self-isolate for 14 days upon arrival.
- i) The student wears a mask.
- j) The student travels directly to their place of quarantine. International Students must not run errands or visit with friends and family. International Students must:
 - i. Avoid public transport. The advisor will provide taxi and ride-share such as Uber and Lyft contact numbers and information.
 - ii. Wear a mask. A mask will be provided if needed.
 - iii. Provide the address of the quarantine location.
 - iv. If the student has any symptoms that may be due to COVID-19, only private transportation (e.g. a personal vehicle) can be used to get to the place of isolation.
- k) A self-isolation plan is created that meets all the basic needs of the International student during the 14-day mandatory quarantine period. The student must not reside with anyone who is vulnerable, including but not limited to older people, individuals with chronic health conditions such as diabetes, cancer, lung disease, and individuals who may be

immunocompromised. Students must not stay in communal group settings. The plan must include:

- i. Personal information
- ii. Flight/arrival details
- iii. Accommodation details – type of accommodation, city, and address
- iv. Outline of arrangements that have been made for necessary supplies to be delivered (food, cleaning supplies, personal hygiene products, medications, etc.) from Save-On Foods or other companies such as Amazon and Skip the Dishes.
- v. Transportation information – how to get to the quarantine location from the airport

The self isolation plan must be submitted to:

- CCBC-International Department
- BC Government at [Self-Isolation Plan-BC Government](#)
- To the Federal Government via the [ArriveCAN App](#)

Stage 2- 14-day Quarantine Period

Coastal College of British Columbia is committed to ensuring that the student quarantines for the entire 14-day quarantine period.

An advisor from the International Department at CCBC will support the student to ensure that:

- a) Students daily [monitor for signs and symptoms of COVID-19](#). [Daily Self-Monitoring form for COVID-19](#) can also be utilized.
- b) Students are symptom free. An advisor will be checking-in each day via email, phone calls or video chat.
- c) The student does not reside with anyone who is vulnerable, including but not limited to older people, individuals with chronic health conditions such as diabetes, cancer, lung disease, and individuals who may be immuno-compromised. Students must also not stay in communal group settings except with family. To ensure compliance, the advisor from CCBC will visit the International student for 3 unscheduled in-person check-ins.
- d) The student is able to order basic necessities such as:
 - i. Food
 - ii. Medicine
 - iii. Cleaning products

iv. Clothing and toiletries

All essential goods and medicine can be ordered and received by a third-party vendor such as Amazon, Save-On-Foods, or food delivery companies such as Skip the Dishes and Pizza Hut.

e) The student receives [COVID-19 infection control information](#) and [physical distancing information](#). The International Department will ensure the student receives up to date information about [COVID-19](#), including messaging around [COVID-19 related stigma](#), [self-isolation](#), [staying well](#) and [emotionally healthy](#) and [discrimination supports](#). The student will be encouraged to [maintain relationships](#) with their family, friends, and other students in the International program virtually, by phone and email. Students will also be encouraged to maintain cultural and community ties via email, phone, or video calls.

f) The student is in compliance with quarantine requirements such as physical distancing and infection control. To ensure compliance, the advisor will visit the International student for 3 unscheduled in-person check-ins.

g) Additional guidance and support is provided should a student [develop symptoms, even mild ones, during quarantine](#). The advisor will provide information on:

- i. [COVID-19 testing sites](#)
- ii. [contact tracing](#)
- iii. [what to do if in isolation](#)

Stage 3- Post-Quarantine Period

Coastal College of British Columbia will continue to support international students after completion of their 14-day quarantine period.

An advisor from the International Department at CCBC will support the student to ensure that:

- a) A final screening by a health care professional is completed within 24 hours of the end of the quarantine period.
- b) Students receive information to support the successful transition to life in Canada.

Outbreak- Case management

In the case of an outbreak, the following steps will be followed:

1. CCBC will seek advice from the local public health authority around managing cases of COVID-19 in the institution. CCBC will be in full compliance with federal, provincial, and public health orders and safe-operating guidelines.
2. The college will provide the health authority with all required documentation, records, and information. CCBC maintains and keeps records on COVID-19 instructions and training provided to workers and students and first aid reports and incidents of exposure.
3. The community will be notified as directed by the Health Authority. CCBC has developed a communication plan that considers all communication/messages that will be sent to the community. Confidentiality must be maintained, and the content of the message must be consistent with provincial and local public health advice.
4. CCBC will provide opportunities to review workplace practices relating to COVID-19 and other health and safety matters. Additional communication may be required as new information is made available that may affect health and safety protocols.
5. The Health and Safety Committee will meet to discuss any recommendations from the Health Authority.
6. Recommended changes will be implemented as required to protect the health of the public.

14-day Mandatory Quarantine Period- Compliance Issues

All International Students and their accompanying immediate family arriving in Canada, must plan for a mandatory 14-day quarantine period. At arrival, a health screening will be completed.

An advisor from the International Department will support the student to ensure that:

- a) daily updates on their wellness are completed on the ArriveCan app.
- b) International students follow the guidance from the Provincial Health Officer, the Government of Canada, the Ministry of Health, the BC Centre for Disease Control, and The Ministry of Advanced Education Skills and Training.
- c) International students communicate with a representative of the Government of Canada to confirm compliance of the 14-day quarantine period when contacted.
- d) During the quarantine period, if an individual develops any Covid-19 symptoms they must
 - i. Isolate themselves from others
 - ii. Follow the COVID-19 procedures as instructed by the public health authority or 811.
 - iii. Begin the 14-day Mandatory Quarantine period again.
- e) During the quarantine period, International Students:
 - i. Remain at the address of the quarantine location for the 14-day Quarantine period

except in the case of a medical emergency or as instructed by the Public Health Authority.

ii. Refrain from going outside of the quarantine area.

f) International Students understand the importance of

- i. Hand washing
- ii. Physical distancing
- iii. Proper use of masks
- iv. Cleaning and disinfecting

The health authority will be notified immediately of any compliance issues within the 14-day mandatory quarantine period. If an International student is not in compliance of the 14-day Mandatory Quarantine Period, the following procedure will be followed:

1. The advisor from the International Department will notify their supervisor and the Senior Education Administrator of the individuals who are not in compliance of the 14-day mandatory quarantine period.
2. The Senior Education Administrator will contact the health authority and notify them of the specific details regarding the non-compliance.
3. The Senior Education Administrator will take direction from the Public Health Authority.