

# **COVID-19 Safety Training**

---

**Fleming College**

# Fleming Safe

We understand this is a challenging time for our students and employees as we begin to resume our activities in these new circumstances. This training has been developed to outline the health and safety measures at Fleming College as we gradually return to campus. Your safety is our greatest priority.

This training presentation will provide;

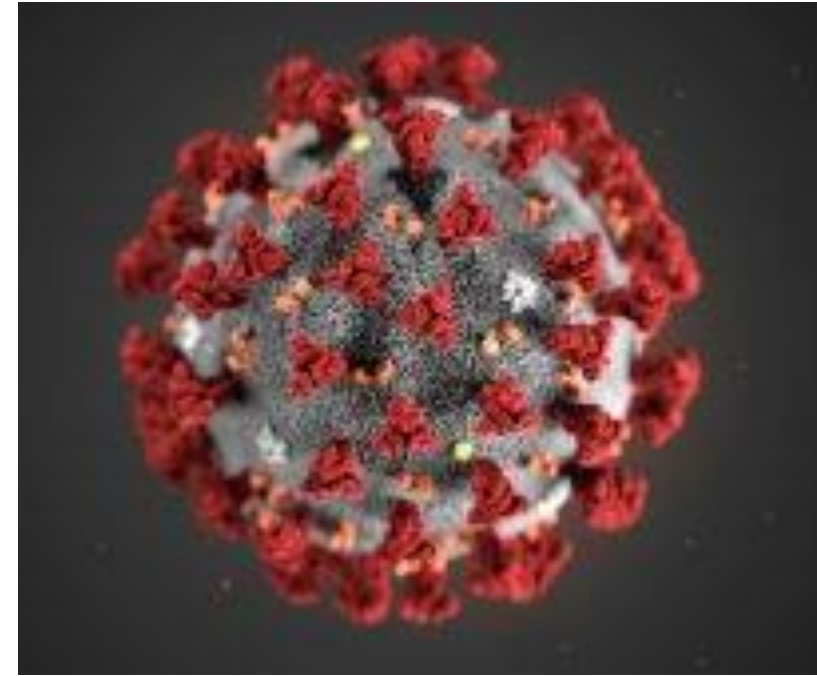
- An overview of what is currently known about the novel coronavirus known as COVID-19
- Guidelines to support personal safety
- Expectations of everyone on our campuses to reduce the risk of transmission

# COVID-19

COVID-19 is an illness caused by a novel coronavirus discovered in December 2019.

Coronaviruses are a large family of viruses that cause illnesses such as:

- Common cold
- Bronchitis
- Pneumonia
- Severe acute respiratory syndrome



# COVID-19 Symptoms

Most common symptoms include:

- Fever
- Cough
- Shortness of breath

Other symptoms may include unexplained:

- Sore throat
- Runny or stuffy nose
- Body aches and or chills
- Headache
- Fatigue
- Gastrointestinal: diarrhea, nausea
- Loss of smell and taste

While some people may experience mild or no symptoms, others may experience a severe infection.

# Transmission

You can become infected by coming into **close contact** (about 6ft, 2m or approx. two arm lengths) with a person who is infected with COVID-19. COVID-19 is primarily spread this way.

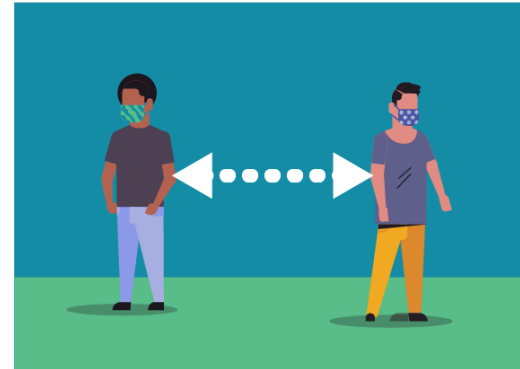
You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks in close contact to you. This is why close contact increases risk of transmission.

You may also be able to get it by touching a surface or object that has the active virus on it, and then by touching your mouth, nose, or eyes.



# How to Prevent COVID-19



- ❖ Stay home when you are sick.
- ❖ Maintain physical distancing 2 metres (6 feet)
- ❖ Wash your hands frequently.
- ❖ Use alcohol-based hand sanitizer.
- ❖ Avoid touching your eyes, nose, and mouth.
- ❖ Cough or sneeze into a tissue or your elbow.
- ❖ Clean and disinfect frequently touched objects and surfaces such as cell phones.



# If you think you have COVID-19

- Prior to coming to campus if you experience any COVID related symptoms, complete Ontario Public Health online [self-assessment tool](#) or use the Fleming Safe Screening App and follow the instructions provided. If you are to self-isolate, please advise your Manager.
- Fleming College requires all students and employees to disclose any symptoms related COVID prior to entering the campus. This is for the health and well-being of our community. Individual privacy and confidentiality will be respected.
- If an employee or student begins to feel unwell while on campus, please contact **ext. 4444** immediately to receive instruction and guidance on next steps.
- Fleming College will cooperate with and follow all guidance offered by the local public health units.

# Campus Access

- Our campus buildings remain closed and all occupants must be pre-approved prior to arrival. As an extra measure of prevention, all individuals attending campus are required to participate in a health-related screening on every occasion as per Public Health recommendations.
- For expedited entry to the campus, download the Fleming Safe app and complete the pre-screening questions online.
- You can download the Fleming Safe app via the  or the . Please visit the [Security Portal](#) for more information on expedited entry.
- All employees and students are required to wear a non-medical mask or face covering while on campus and to use this face covering in any public area and when physical distancing cannot be maintained. If you arrive without your own face covering, a disposable mask and instructions for use, will be provided.
- If wearing a face covering may pose a challenge to you, please talk to your Manager in advance so you may be supported with an alternative measure. Managers may follow the established accommodation pathway for additional support and resources.



# COVID Alert App



Download the COVID Alert mobile app!!

The 'COVID Alert' app aims to help mitigate the spread of the coronavirus in Canada by notifying a user when they have been in close contact with another user who tested positive for the virus. The government describes it as an exposure notification app — not a contact-tracing app — as it does not track personal data.

The app is voluntary and can be downloaded on the  or the .

In order to trace someone's exposure, the app uses Bluetooth to exchange random codes with nearby phones. It does not use or access any location data.

Follow this [link](#) for more information on the COVID Alert app.

# Non-Medical Masks and Face Coverings



Wearing non-medical masks or face coverings is a requirement on campus as a way to protect each other, particularly where physical distancing may be challenging.

## Why use a non-medical mask or face covering?

- COVID-19 can be spread from infected individuals who have a few or no symptoms and are unaware that they may be infected.
  - A non-medical mask or face covering is intended to protect others from your infectious droplets.
  - It may also prevent other people's droplets from landing in your mouth or nose.
- ❖ Please note that vented face masks, bandanas and scarfs are not suitable face coverings

# Shared Accountability

All of us are accountable for our own and others' safety in the Fleming community. The following slides provide more detailed information on how to protect ourselves and others on campus. In order for all of us to be healthy and safe, we must:

**Be mindful of our surroundings.** Watch for signage, maintain physical distance, be aware. That means avoiding distractions like looking at our phone screen or texting while walking. Think about what habits you might have that could distract you and cause you to miss an important environmental clue?

**Show care for others.** This means following “the rules” outlined in this training, but it also means caring enough to step in when you see something wrong – like gently reminding a group of people in too close proximity to each other to be mindful of physical distancing. Our security team will be circulating and reminding us of the rules, but we all need to count on each other for support when we fall into old habits. We wouldn't let someone distracted on their phone step into a busy street, and this is no different. It's okay to be a little uncomfortable with the conversation but remember to keep it light and friendly.

# Physical Distancing



The most effective way to prevent COVID-19 transmission is by practicing physical distancing, also known as social distancing, which is creating distance between yourself and other people. This is important because COVID-19 spreads through **close contact** with an infected person or contact with a surface they have recently touched or coughed on. The likelihood of transmission is somewhat reduced in outdoor settings.

While in public spaces we ask you to;

- Maintain 2 metres physical distance from others
- Use outdoor spaces as much as possible to have lunch or small meetings; physical distancing still applies
- Modify practices to reduce duration that students and employees are in contact with each other

When on campus all occupants will be reminded, when necessary, to maintain physical distancing.

# Things to Consider



DOs	DON'Ts
Be respectful and use empathy. It is easy to fall into old habits. Use gentle language to help remind.	Don't be offended if you receive a polite and gentle reminder. We are all in this together.
Maximize clarity and minimize offensiveness. Do assume positive intent – we're all doing our best.	Don't engage in a way that could leave the person feeling demeaned, belittled, or chastised.
Use positive politeness and respect.	Don't make negative assumptions if someone is not wearing a facial covering. Don't push or pry.
Use support and light language.	Don't take it personally if the person gets a bit defensive. They might feel embarrassed or awkward.

# Advocating for Physical Distancing



Examples of what you might say:

- “Oh, I think we're supposed to be staying six feet apart, if you wouldn't mind just backing up a little bit.”
- “Do you mind giving me a little more space, please?”
- “Let’s be safe, please keep your distance.”
- “Hey, I think you might be a little bit too close.”

# Hand Hygiene

Washing hands frequently with soap and water is a primary control measure. We ask you to wash your hands or utilize hand sanitizer when you:

- ✓ Enter Campus buildings
- ✓ Come into contact with shared surfaces
- ✓ Remove face coverings
- ✓ Cough or sneeze

[Effective Hand Washing](#)

[Use of Hand Sanitizer](#)



# Barrier Controls

In some areas on Campus you will see physical barriers (such as plexiglass). These are effective prevention methods when physical distancing cannot be maintained.

Other control methods may also be used, such as:

- Staggered shifts
- Traffic flow indicators
- Removal of furniture
- Occupancy limits in classrooms, washroom, elevators, etc.
- Safe Work Plans



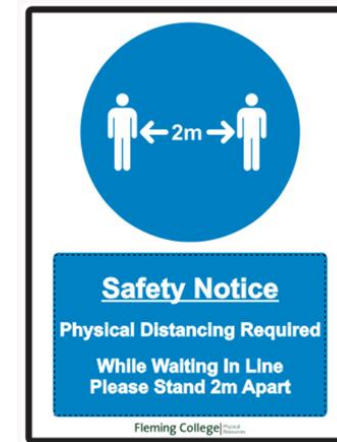
Each area Manager will review areas for specific needs and controls.



# Physical Distancing – Signage Controls

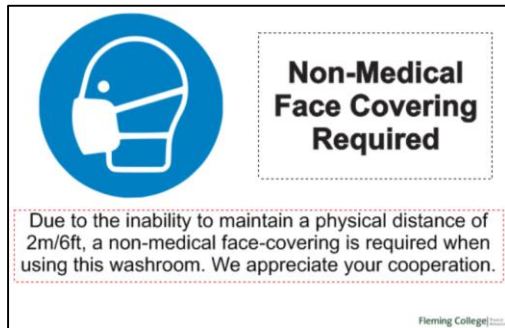
You may see directional signage in some areas on campus such as:

- Designated doors to enter and exit
- Designated stairwells
- Floor decals for physical distancing
- Pedestrian traffic markings



These pedestrian traffic control measures are designed for YOUR safety, please ensure you adhere to the requirements. In the event of an emergency please proceed to your nearest exit regardless of any pedestrian traffic markings.

# New Signage you may see around Campus



### Fleming College

#### Welcome to Fleming College

To keep our community safe and to slow the transmission of COVID-19, we are following guidelines set forth by our local health units and have implemented the following screening protocol. Please take a moment to review the following questions:

- 1 Are you experiencing ANY of the following symptoms?**
  - Fever and chills
  - New onset of cough
  - Difficulty breathing
- 2 Are you experiencing - AT LEAST TWO - of the following unexplained and newly developed symptoms?**
  - Unexplained fatigue
  - Persistent headache
  - Sore throat
  - Runny, stuffy or congested nose
  - Lost sense of taste or smell
  - Difficulty swallowing
  - Digestive issues (nausea/vomiting, diarrhea, stomach pain)
- 3 Have you had close contact with a confirmed/presumptive case of COVID-19 or have you been asked to self-isolate by health authorities?**

**If you answered YES to any of the above three questions, please delay your visit, return home, self-isolate and contact your local health unit to determine if further testing is recommended.**

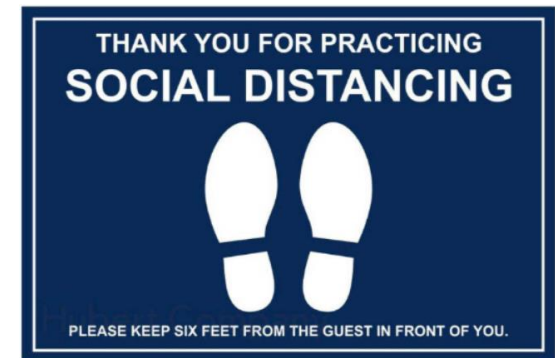
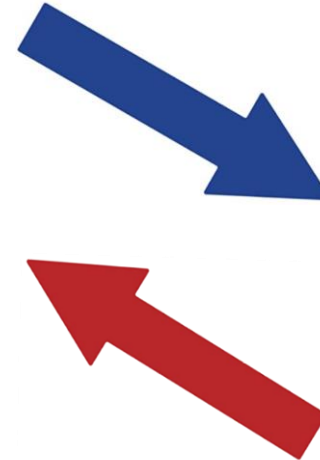
- Peterborough Public Health Unit 705-743-1000 or 705-876-5086
- Haliburton, Kawartha, Pine Ridge District Health Unit at 1-866-888-4577 x 5020
- To take the online self-assessment: [covid-19.ontario.ca/self-assessment](https://covid-19.ontario.ca/self-assessment)

\*If you are a Fleming college employee, we ask you to contact your Manager to discuss next steps.

**If you answered NO to all questions, please proceed to the sign-in counter.**

While on campus, all occupants are expected to practice the following prevention strategies:

- Maintaining physical distancing of at least 6ft or 2m at all times
- Frequent and thorough handwashing, especially after touching shared surfaces
- Practice respiratory etiquette, cough/sneeze into elbow



# Common Areas

Have been reviewed for spacing and layouts in accordance to Public Health limitations on gatherings. Around campus, this means that seating has been reconfigured to ensure physical distancing is maintained.

## Washrooms

- We require the use of face coverings while using washroom facilities. It is important to practice good hand hygiene. Please be respectful of others and maintain distance in washrooms.

## Elevators

- We have increased sanitation stations available on each level and will have posted occupancy limits. Please adhere to the posted occupancy limits.

## Common student areas and exterior (e.g. main foyer, smoking areas)

- Be respectful of physical distancing and be sure to wash your hands before and after you touch a common surface. Do not sit or stand closer than 2 meters to your classmates. All shared items have been removed.

# Cleaning and Disinfection

- Fleming College is following the [Public Health guidelines for cleaning and disinfecting public buildings](#).
- The College will ensure public spaces are cleaned with increased frequency with a focus on area of high touch points.
- Students are asked to wipe down any common areas that are used. Supplies will be available around campus to support this.
- Avoid sharing items and equipment, where possible. If this is unavoidable, then ensure you disinfect shared items and equipment before and after use.



# Personal Protective Equipment (PPE)

Face coverings and non-medical masks are not considered PPE as they do not provide adequate personal protection for high risk activities. Access to obtaining medical grade PPE, such as N95 respirators/medical grade surgical masks is reserved for health care workers by our Federal Government.

Fleming college will continue to require the following:

- Program specific PPE to be used based on established safety practices
- Training is to be provided for all required PPE
- PPE is not to be shared with others

# Campus Services

- At this time there is no food or beverage services offered on Campus. Please pack a lunch or thermos to bring with you. Designated areas are available to remove your face covering to eat your lunch if you do not have a private space. Existing vending machine options remain available.
- Please note you are required to provide your vehicle information and register for a complimentary permit through our online Parking System. Please visit our [Parking and Security portal](#) for more information.



# Student Services

We are here to help! Until further notice, student services are available to you remotely and virtually. Please visit <https://flemingcollege.ca/covid19/students> and scroll through this page for updated service info and contact information for the services available to you, including but not limited to counselling, health and career services.

Of note:

- No guests or visitors will be allowed to visit residence.
- Due to government-imposed changes, the LRC is no longer available to the Fleming College community until further notice. Students without computer access may complete the [Request Assistance Form](#) and IT Services will assist with possible options.

# Covid-19 Community Safety Standards

Fleming Commitment: Fleming Safe

Fleming College is committed to the health and safety of all Fleming College Community Members, and as such, has implemented COVID-19 community safety standards for your review and understanding through the link provided below. These community guidelines are in place to ensure that those who are returning to campus can participate in an environment that is safe and respectful of their wellness, and the wellness of others.

- [\( insert link \) LINK to COVID-19 Community Safety Standards](#)



# Health and Safety Concern?

Fleming is committed to the protection of health, safety and well-being of all members of our community. We strive to promote a safety culture that brings awareness to risk mitigation and the prevention of injury and illness.

If you have a safety concern while in the classroom, please speak with your faculty member. If you have any concern regarding your safety while on campus please speak to any member of our security team.

# Quiz

It is a requirement for all Student to take this quiz prior to returning to Campus.

Please complete the quiz now

# Please visit the following resources regularly for updates;

[COVID-19 Self Assessment](#)

[Ontario Public Health](#)

[Peterborough Public Health Unit](#)

[Download COVID Alert Today](#)

[Haliburton, Kawartha, Pine Ridge District Health](#)

[Fleming College – Occupational H&S Website](#)

[COVID Return to Work FAQ](#)