

CONTINUITY of EDUCATION PLAN (CEP) 2021-2022

OVERVIEW of the CEP

Loyalist College's *Continuity of Education Plan* (CEP) has been developed in compliance with the Ministry of Colleges and Universities July 16, 2021 memo regarding "Fall 2021 Planning for Postsecondary Education Sector". The CEP aligns with local public health advice and broader provincial health measures and includes information about protocols in the event of an emergency; information on continuity of education in the event of a disruption to in-person teaching and learning; and links to useful resources.

1. HEALTH and SAFETY PROTOCOLS

Loyalist College continues to closely monitor the latest public health guidance as it prepares for a gradual but progressive return to on-campus program delivery, services, and supports, beginning Fall 2021. In preparation for this return, the College has implemented a number of on-campus protocols including:

- a mandatory vaccination policy (described in detail below)
- a Personal Protection Application (PPA) for COVID-19 screening, rapid testing tracking, and proof of vaccination
- an interim ban on external visitors to the campus
- masking requirements
- specific guidelines for instructional spaces and class activity
- guidance and resources for proper and effective hand hygiene.

Moreover, the College has reconfigured non-instructional spaces in accordance with health and safety guidelines, increased on-campus cleaning routines, made enhancements to ventilation, and is providing on-site rapid testing and an immunization clinic. Information regarding the College's policy, procedures and protocols has been communicated widely to staff and students through regular email updates, social media posts, the Loyalist College [website](https://www.loyalistcollege.com), and through virtual Town Halls that included representation from local public health.

The Continuity of Education Plan will focus on supporting the individual or small group impacted by any COVID-19 case on campus. A primary tenet continues to be that any staff member or student impacted by COVID-19 will be fully supported and not penalized during their quarantine/recovery.

Mandatory Vaccinations

To mitigate the risk associated with any campus spread of COVID-19, Loyalist College has implemented a *Fall Term 2021 COVID-19 Vaccination Policy* (attached). The Policy requires that all members of the College community be fully vaccinated by November 1, 2021 in order to access campus for any reason. During the grace period (up until October 31, 2021), those who are not fully vaccinated will be subject to a rapid testing protocol and a negative test result is required before gaining access to campus. Exemptions from the Policy will be considered on the basis of medical or religion/creed as per the Ontario *Human Rights Code*. Community members are expected to upload proof of vaccination status and rapid testing results through the College's centralized Personal Protection Application (PPA).

To support the goal of full immunization, the College is running an on-campus COVID-19 [vaccination clinic](#) in the Student Health Centre and administering rapid testing to screen individuals until they reach their full vaccination status.

Contact Tracing and Outbreak Mitigation

Discussions with the local public health unit (Hastings Prince Edward Public Health) have indicated that the risk of an entire or partial closure of the College from a COVID-19 outbreak is extremely low. However, the possibility of a localized outbreak remains high. In the case of an outbreak or any individual case, Hastings Prince Edward Public Health (HPEPH) will lead all contact tracing activity while Loyalist College plays a support role in providing information to aid in the process. Public Health has a 7x24x365 phone number for Loyalist College that will put them in touch with an employee to support all contact tracing activity. Based on feedback from Public Health, this individual will also move forward on quickly implementing any changes requested by Public Health to stop any spread.

2. CONTINUITY of EDUCATION in the EVENT of a DISRUPTION TO IN-PERSON TEACHING and LEARNING

In the event of a disruption to in-person teaching and learning in the 2021-2022 academic year, the Senior Vice-President Academic will work in consultation with relevant academic teams and the College's Executive Team to determine which approaches and remedies should be implemented to ensure the continuation of academic program delivery. Approaches may include the resequencing of course content, changes to assessment deadlines, the deferral of applied/hands-on course components to a future semester, and/or an extension of the academic term. The following strategies will be considered in order to ensure the continuity of academic program and course delivery:

- Impacted cohorts will have their theory classes moved to remote delivery until the quarantine is complete.

- Impacted lab classes will return to smaller groups with social distancing and appropriate PPE measure to ensure continuity/completion of essential trade and professions until Public Health considers it safe for normal delivery. Smaller classroom design will be done in coordination with local Public Health.
- Recorded classes/lectures, additional course materials and rescheduling of labs as needed.
- In extreme cases, grades will be completed at a time when labs can be re-scheduled.
- Bootcamps, workshops and recovery planning will commence in programming as required.
- Marks may be awarded when appropriate to the situation where learning outcomes have been met prior to the completion of the semester.
- Job-out opportunities will be explored (where appropriate) for completion of placement opportunities for students in their final semester of their final year of the program.
- Synchronous student services and tutoring sessions will continue to support all aspects of the students learning journey.
- Faculty and students will be provided with resources to support remote learning.

Specific guidance regarding any changes to program delivery will be communicated to students via email and/or through the College's LMS system, Blackboard. Student academic success and mental health supports will continue to be available to students virtually in the event of a campus closure.

3. COMMUNICATIONS and RESOURCES

The [COVID-19 Information Centre](#) is the primary resource for everyone at Loyalist College for information regarding the College's response to the COVID-19 pandemic including policies, procedures, on-campus protocols, and [FAQs](#). Additional resources are available to all registered students and staff/faculty through the College's internal portal: MyLoyalist (COVID-19 and teamLoyalist/Resources for COVID-19) and as per the list below.

[Loyalist College Website](#)

[Student Success](#)

[Loyalist Student Health Centre](#)

[Indigenous Resource Centre](#)

[Accessing Campus](#)

[Student Remote Learning Kit](#)

[Remote Teaching Tools and Resources](#)

[Centre for the Advancement of Teaching and Learning](#)

[Loyalist College Emergency Response Plan](#)

External Resources and Related Links

[Hastings Prince Edward Public Health](#)

[Government of Ontario COVID-19 Self-Assessment](#)

[Public Health Ontario](#)

Fall Term 2021 COVID-19 Vaccination Policy

Purpose

We take seriously our legal duty to protect the health and safety of the Loyalist College community, which includes taking all reasonable steps to protect it from the spread of COVID-19.

This policy provides direction on the conditions under which individuals will be permitted on Loyalist's campuses during the Fall 2021 Term (September 7 – December 23, 2021). It will be implemented in a manner that complies with all applicable laws and rights.

Scope

This policy applies to all Loyalist students, employees, clients, contractors, visitors and/or any other attendees on Loyalist campuses, at affiliated facilities, student residences, or anywhere that Loyalist provides academic programs.

Key definitions

Accepted vaccine

A COVID-19 vaccine that has been approved for use by [Health Canada](#) and/or the [World Health Organization](#).

Campus(es)

All Loyalist owned or leased grounds, buildings, instructional spaces, and student residences used in providing academic programs.

Client

An individual or company that comes on campus to access educational services provided by Loyalist.

Contractor(s)

An individual or company that provides services, materials and/or labour on campus.

Creed/religion exemption

Grounds to be exempted from getting a COVID-19 vaccine based on an established, personally held creed or religion as defined by the Ontario *Human Rights Code*.

Fully vaccinated

Having received the completed series of an accepted COVID-19 vaccine. An individual is considered fully vaccinated 14 days after receiving their completed dose.

Grace period

The period of time, as determined by Loyalist, that a student or employee can attend a Loyalist campus after receiving their first dose of an accepted two-dose vaccine before being fully vaccinated, provided that vaccines are reasonably available.

Medical exemption

Grounds to be exempted from getting a COVID-19 vaccine based on the risk of substantive injury and/or disability as defined by the Ontario *Human Rights Code*.

Proof of vaccination

Proof of vaccination, in the form of an official dose administration receipt, is required by all individuals coming on campus.

Visitors and/or any other attendees

Individuals seeking to enter Loyalist campuses who are not Loyalist students, employees, clients or contractors; individuals seeking to enter Loyalist's student residences who do not live or work in those facilities.

Policy

1. Policy Statement

1. To protect the health and safety of our community, as of November 1, 2021 Loyalist College is requiring that individuals be fully vaccinated as a condition to come on campus and to live, work, study or attend student residence.
2. Loyalist's on-campus activities and student residences, as well as this policy, will continue to be subject to federal, provincial and local public health regulations related to the COVID-19 pandemic.
3. Public health guidance on measures for fully-vaccinated, partially-vaccinated and unvaccinated individuals may continue to evolve and could affect this policy. Loyalist will alter or vary the requirements of this policy as required to comply with any official requirements and as necessary to continue protecting the Loyalist community.

2. Accepted vaccines

1. Loyalist will accept the COVID-19 vaccines approved by [Health Canada](#) and/or the [World Health Organization](#).

3. Proof of COVID-19 vaccination

1. Individuals coming on campus will be required to provide proof of having been fully vaccinated with an accepted vaccine or of having received the first dose of a two-dose vaccine.
2. Individuals coming on campus will be required to upload their dose administration receipt using the Loyalist College Personal Protective Application (PPA).

3. Personal health information, including attestations and other proofs of vaccination, collected by Loyalist will be stored in accordance with the *Freedom of Information and Protection of Privacy Act*.
4. Individuals' private health information will not be disclosed alongside any other identifying data.
5. Individuals who make false attestations about, or provide false documents related to being vaccinated or any other aspect of this policy may be subject to disciplinary actions, up to and including expulsion for students, termination for employees, voiding of contracts for clients and contractors and removal/restriction from campus for visitors and/or any other attendees; such individuals could also be at risk of criminal liability.

4. Partial COVID-19 vaccination grace period

1. From September 7 to October 31, 2021, individuals who are not fully vaccinated and have not uploaded their proof of full vaccination, must either have documentation of a negative test result or submit to a rapid test on campus. Failure to comply with the rapid testing protocol may result in disciplinary actions, up to and including expulsion for students, termination for employees, voiding of contracts for clients and contractors and removal/restriction from campus for visitors and/or any other attendees; such individuals could also be at risk of criminal liability.
2. At the end of the grace period, as of November 1, 2021 individuals who are not fully vaccinated will not be allowed to work or study on campus.
3. The vaccination grace periods will not be extended to clients, visitors and/or any other attendees.

5. Exemptions and accommodations

1. Loyalist will consider, on an individual basis, requests from students and employees for exemptions on medical grounds and/or because of their creed/religion and will provide accommodations to the extent required by law.
2. To continue to protect the health and safety of the campus community, students or employees with an approved exemption to being vaccinated may be accommodated through measures other than being granted access to campus.

3. Requests for medical exemptions will be considered upon completion and presentation of Loyalist's Request for Medical Exemption form and in accordance with the terms set out in that form. Loyalist reserves the right to have the form reviewed by applicable medical specialists.
4. Requests for creed/religion exemptions will be considered upon completion and presentation of Loyalist's Request for Creed/Religion Exemption form and in accordance with the terms set out in that form. Loyalist reserves the right to make the appropriate inquiries to verify the authenticity of a creed/religion-based claim.
5. Exemptions or accommodations will generally not be granted to clients, contractors, visitors and/or any other attendees.

7. Non-students and non-Loyalist employees

1. From September 7 to October 31, 2021, Loyalist campuses will not be open to visitors and/or any other attendees with the exception of individuals on approved, official Loyalist business. Any approved visitors and/or any other attendees must be fully vaccinated and comply with this and any other Loyalist policy in place.
2. Only clients who are fully vaccinated will be allowed on Loyalist campuses, effective immediately.
3. Effective November 1, 2021, all contractors and their employees who wish to attend Loyalist campuses must be fully vaccinated. Loyalist will work directly with contractors during the grace period to ensure understanding of and compliance with the interim protocols. This policy is critical to the safety of the Loyalist community, and if a contractor or their employee violates it Loyalist may terminate their contract for services for breach.

Related Loyalist Policies

- [Student Code of Conduct](#)

Last updated August 30, 2021.