



Rudolf Steiner Centre
Toronto

COVID-19 Restart Plan

Updated on September 11, 2020

RSCT operates in compliance with:

- ✓ Reopening Ontario (A Flexible Response to COVID-19) Act, 2020, Ontario Regulation 364/20
- ✓ Occupational Health and Safety Act
- ✓ Public Health Agency of Canada Guidance for post-secondary institutions during the COVID-19 pandemic, July 24, 2020

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1.0 Welcome Back

RCST is excited to welcome back our returning and new students for a safe 2020-2021 school year. To ensure everyone's safety, we will need to work together.

As well as our legal responsibilities, we care deeply about the well-being of our Faculty, Staff & Students. In order to ensure we are keeping everyone safe, RCST will be implementing the following procedures:

- Daily self-assessment tool (see link below)
- Adherence to strict physical distancing, masking, ventilation, hand-washing and cleaning protocols
- Efficient and immediate management of a symptomatic Faculty Member or Student

In addition to the day-to-day safety procedures mentioned above, RCST will also be committed to educating teachers regarding policies, protocols and procedures, and will take concerns raised by Faculty seriously, investigate and address those concerns.

In addition to the materials list provided, all students will be required to bring:

- Two face masks, freshly laundered or disposable discarded daily
- A personal, unscented hand sanitizer
- A personal mess kit of bowl, spoon, mug, and cloth napkin

2.0 RSCT COVID-19 Restart & Response Team

The RSCT COVID-19 Restart & Response Team is made up of:

James Brian, Co-Director

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905-764-7570

Jan Ney Patterson, Co-Director

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905-764-0934

This team will be responsible for implementing and monitoring the RSCT COVID-19 Restart Plan and responding to any case outbreaks or non-compliance with COVID Restart protocols.

Please contact them if you have any questions or concerns.



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3.0 Protocols for Operation of RCST

Entry into Building

Before entering the building, everyone is required to:

- Have signed the Covid-19 RSCT Waiver
- Ensure their contact information is up to date with RCST in case of the need for contact tracing
- Complete the at home self-assessment, daily, from the city of Toronto:

<https://www.toronto.ca/wp-content/uploads/2020/05/95f0-Survey-Screening-poster-TPH.pdf>

If you are experiencing any of the above symptoms, do NOT come to RCST. Self-isolate and contact your local Covid-19 Assessment Centre.

When entering the building, all people will be required to:

- Sign in at the front desk for contact tracing purposes
- Wear a 2-ply mask or face covering. Signage at the door will remind all students, staff and visitors of this requirement.
- Sanitize hands with the provided hand sanitizer
- Maintain 6 feet of physical distancing, per the floor decals

Hallways and General Circulation

- Mask or face covering is required in all general spaces, as is 6 feet of physical distance
- Wash / sanitize hands at stations provided

To minimize risk, RCST has reduced the number of common surfaces that need to be touched and eliminated any shared objects that are not essential for safety (e.g., propped doors open, used no-touch plastic-lined waste containers).

Washroom

The washroom made available to the students and staff will be cleaned and disinfected daily.

Kitchen and Eating Procedures

Shared utensils and dishes are no longer permitted. All students and staff must bring their own personal mess kit, which may be stored in their bin in the seminar room. When using the kitchen, please be sure to wipe down any appliances and counter space used with the disinfectant provided.



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Offices

In office spaces where students receive academic/health counselling, all furniture is arranged so that there is at least 2 metres separation between students and advisors/counsellors.

Seminar Room

The instructional space will be operated to enable students to maintain a physical distance of at least two metres from every other person in the instructional space, except where necessary for teaching and instruction that cannot be effectively provided if physical distancing is maintained.

The number of persons for any event is limited to the number that can maintain a physical distance of at least two metres from every other person.

Any equipment that is provided for the use of students and faculty will be cleaned and disinfected as frequently as is necessary to maintain a sanitary condition.

- Ensuring proper air ventilation in all on-campus buildings
- Seating students at least 2 meters apart when in-person
- Moving activities outdoors where feasible and weather permitting
- Providing a virtual classroom with livestream option for students who wish to learn from home

Cleaning

Enhancing environmental cleaning and disinfection practices in all settings (e.g., lecture halls, classrooms, bathrooms), with emphasis on high-touch surfaces (e.g., door handles, hand railings, chairs, tables, elevator buttons, shared spaces).

4.0 Personal Measures to Prevent and Limit the Spread of Covid-19

RCST will facilitate good hygiene practices by installing accessible hand hygiene stations throughout the centre, particularly in high traffic areas, entrances and exits, places with high touch surfaces; installing touchless motion sensing appliances where possible. We ask all students and staff to:

- Practice good hygiene (hand hygiene, avoid touching face, respiratory etiquette)
- Stay informed of current Covid-19 public health protocols
- Stay at home or in a designated space (i.e., in residence, hotel, off-campus housing) and away from others if symptomatic/feeling ill - not going to school/social events/academic placements/work



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- Maintain physical distancing as much as possible when outside of the home (i.e., from non-household/co-living setting members)
- Stay away from others (e.g., remote learning) as much as possible if at [high risk of severe illness](#) (i.e., older adults, individuals who are immunocompromised or living with chronic medical conditions)
- Wear of non-medical masks (NMMs) or cloth face coverings when it is not possible to consistently maintain a two-metre physical distance from others
- Stay home if experiencing symptoms
- Reduce personal non-essential travel. For students, faculty and staff, this may mean restricting travel in/out of province, and not traveling outside of Canada while travel restrictions are in place.

If at any time you feel unwell, notify the staff and immediately return home to self-isolate.

5.0 Case Management and Outbreak Response

The RSCT COVID-19 Restart & Response Team is responsible for managing cases and outbreaks in consultation with local public health authorities.

A member of the RSCT COVID-19 Restart & Response Team will liaise with the PHA in order to establish a strong working relationship and effective communication plan.

The RSCT COVID-19 Restart & Response Team will collaborate with York Region Public Health Services to determine the number of cases that meet the threshold for declaring an outbreak at the institution.

When responding to a COVID-19 outbreak at RSCT, the RSCT COVID-19 Restart & Response Team will put their emergency operations and communication plans into action. The Team will work with York Region Public Health Services to determine whether an outbreak should be declared, how to implement mitigation measures, and how the outbreak will be monitored by York Region Public Health Services.

In the case of a symptomatic student or outbreak, the RSCT COVID-19 Restart & Response Team will:

- Assure that the symptomatic individual immediately enters quarantine.
- Assure that persons who are ill with COVID-19 or who may have been exposed but do not have symptoms, must isolate/quarantine themselves from others.
- Report the incident of a symptomatic individual to the Public Health Agency:



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- **York Region Public Health Services** , Box 147, 17250 Yonge Street, Newmarket, ON L3Y 6Z1
Tel: 1-877-464-9675
Website: www.york.ca/wps/portal/yorkhome/health/
- Phone/notify all persons on the daily Contact tracking sheet to self-assess for symptoms and undergo a test if necessary at the nearest COVID-19 Assessment Centre:
 - **Mackenzie Health**, 10 Trench Street, Richmond Hill, ON, L4C 4Z3
 - Tel: 905-883-1212 ext. 2004
 - Website:
www.mackenziehealth.ca/en/about-us/get-the-latest-information-on-covid-19.aspx
 - Hours: Monday - Friday: 10 a.m. to 9:30 p.m., Saturday - Sunday: 10 a.m. to 5:30 p.m.
- Post signage at the building entrance notifying the public that a report of symptoms/outbreak has occurred.
- The RSCT COVID-19 Restart & Response Team has arranged for a Virtual Classroom to enable students to stay in isolation and continue the program through remote learning.
- Provide information for people who are isolating to take care of their mental health:
 - <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/mental-health.html>
- Communicate messaging around COVID-19 related stigma:
 - <https://www.who.int/docs/default-source/coronaviruse/covid19-stigma-guide.pdf>
- Will assure that flexibility is shown for personal circumstances, including flexible attendance and sick-leave policies. This includes the cases of individuals who may need to stay home when they are ill, caring for a household member who is ill, or caring for their children in the context of school closures.
- If COVID-19 transmission is ongoing in the local community or COVID-19 has been identified among students/faculty/staff or guests who had access to the institution, the RSCT COVID-19 Restart & Response Team will work with York Region Public Health Services to establish plans to reduce the risk of further transmission at the institution.



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6.0 Federal Public Health Institutional Readiness Requirements for International Students

Rudolf Steiner Centre Toronto (Designated Learning Institute Number O255214515817) will meet the requirements set out in this table for as long as it appears on the federal list of designated institutions.

Pre-Arrival Requirements

1. Pre-arrival requirements will be communicated by Rudolf Steiner Centre Toronto (RSCT) to international students and their co-arriving immediate family members **in advance** of travel to Canada.
2. International students and their co-arriving immediate family members will be encouraged to **download the Government of Canada's ArriveCAN** application prior to arrival at the border and complete the information required.
3. RSCT will provide appropriate **transportation of international students and their co-arriving immediate family members to a 14-day quarantine location**, consistent with Government of Canada recommendations (i.e. wearing a mask for onward domestic travel; travelling directly to place of quarantine).
4. RSCT will pre-arrange a private quarantine location that meets the requirements set out under 14-Day Quarantine Requirements for international students and co-arriving immediate family members.
5. Where there are additional costs or fees charged by RSCT to students as a result of this plan, RSCT will ensure and confirm with students in writing that: 1) students are fully aware and have agreed to all costs in advance of departure for Canada; and 2) any student who chooses not to proceed with their education/training as a result of these additional costs is provided with appropriate refunds of any other fees or tuition paid in advance in accordance with any refund policies and refund requirements that apply to the DLI.
6. These arrangements will be made by RSCT prior to arrival. They are to be assessed as acceptable by the Government of Canada at the time and point of entry.



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14-day Quarantine Requirements

1. RSCT will notify and assure that international students and co-arriving immediate family members are responsible for **on-going self-monitoring and assessment of COVID-19 symptoms**.
2. RSCT will advise international students and co-arriving family members to use the **ArriveCAN** application within 48 hours after arrival in Canada, and for their daily symptom reporting.
3. RSCT will assure that appropriate **individual accommodation** options for the 14-day quarantine period are provided consistent with current Orders in Council under the *Quarantine Act* and guidelines of the Government of Canada, as well as the requirements of the institution's local and provincial/territorial public health authorities.
4. RSCT will ascertain and confirm that students are symptom free, and have a suitable isolation plan ensuring they will not be staying with vulnerable populations or living in a communal or group setting, and will have access to the necessities of life.
5. RSCT will assure support for all quarantined individuals throughout the 14-day quarantine period, including but not limited to food, medical care and COVID-19 infection control information and training so that no individual will be required to break quarantine at any point;
6. RSCT will monitor quarantined individuals throughout the 14-day quarantine period for COVID-19 symptoms, general well-being, compliance with quarantine requirements, with emphasis on individual COVID-19 infection control practices.
7. The RSCT COVID Restart & Response Team (see Page 1) will notify local and provincial authorities of any compliance issues within the 14-day mandatory quarantine period and any cases of COVID-19 infection during the 14-day mandatory quarantine period.
8. RSCT will ensure that both international and domestic students who are in quarantine as a result of having entered Canada within two weeks prior to the start of their studies are tested for the COVID-19 virus at least once during their quarantine period. (Testing



should preferably take days after the arrival incubation period.)

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place within five to seven period to address the virus

9. RSCT will promote reliable, accurate messages about COVID-19, including messaging around COVID-19 related stigma (<https://www.who.int/docs/default-source/coronaviruse/covid19-stigma-guide.pdf>) and anti-racisms supports.
10. RSCT will promote mitigation of social barriers to support student compliance with individual COVID-19 infection control practices.

Post-quarantine Requirements

RSCT will continue to support international students and immediate family members after completion of their 14-day quarantine period by:

- Offering mental and physical health supports
- Offering anti-racism and COVID-19 stigma supports
- Promoting of social barriers to support student compliance with individual COVID-19 infection control practices