



TRINITY WESTERN
UNIVERSITY

Institutional Safety Plan

Updated August 2022

- 1. WHAT IS COMMUNICABLE DISEASE PREVENTION?**
- 2. LEARNING & BUSINESS CONTINUITY**
 - a. University Communication
- 3. CORE PUBLIC HEALTH MEASURES**
 - a. Personal
 - b. Environmental
- 4. PROVINCIAL HEALTH ORDERS**
- 5. COVID-19 & INFLUENZA-LIKE ILLNESS (ILI) CONSIDERATIONS**
 - a. Self-Assessment & Testing
 - b. Masks
 - c. COVID-19 Vaccination
 - d. Administrator/Employer Role
 - e. Student Housing
 - f. Out of Province Travel Considerations
- 6. CLASSROOM CONSIDERATIONS**
 - a. Student Attendance
 - b. Exams
- 7. TWU WELLNESS SERVICES**
 - a. Langley Campus Wellness Center
 - b. Community Wellness Promotion
- 8. WORKPLACE CONSIDERATIONS**
 - a. Remote Work
 - b. Absence Reporting
 - c. Occupational Health & Safety



1. WHAT IS COMMUNICABLE DISEASE PREVENTION?

Communicable diseases are infectious diseases caused by microorganisms which can be spread directly from one infected person to another (ex. COVID-19, TB & Measles) or indirectly through a vector like an insect (ex. Malaria) or contaminated food or water (ex. Cholera)¹. Preventing the spread of these diseases is important for protecting the health and safety of individuals and the entire community. As a post-secondary institution (PSI), where students, employees, alumni and visitors live, learn, work and gather, Trinity Western has developed this document to help all our stakeholders better understand the basics of preventing communicable disease spread and outline how we will respond as an institution during periods of elevated risk. The primary authorities on managing communicable disease risk in the post-secondary setting are the Provincial Public Health Office, the BC Center for Disease Control and WorkSafeBC which are all linked several times below.

2. LEARNING & BUSINESS CONTINUITY

TWU continues to integrate pandemic response into our overarching business continuity management programs. Our goal remains to ensure critical services including the continuity of learning delivery is maintained despite disruptions caused by extreme weather, technology failure or illnesses like COVID-19 which can impact operations. This Communicable Disease Prevention Plan, and ongoing collaboration with local and provincial public health leaders, is a major part of this work as supported by the [BCCDC guidance for Post-Secondary Institutions](#).

a. UNIVERSITY COMMUNICATION

Information about health and safety, including COVID-19 related updates, will be communicated to TWU students primarily via the website, direct email and other digital communication. Employees will receive communication from their deans or area managers/ supervisors or mass emails and will have access to health and safety resources through SharePoint. Signage will also be posted when and where applicable.

3. CORE PUBLIC HEALTH MEASURES

a. PERSONAL

Staying home when we are sick has been one of the most important learnings of the COVID-19 pandemic. It is important that employees, students and guests only access TWU campuses when their symptoms of illness have subsided, and they are well enough to resume normal activities. This is an essential layer of protection to contain transmission of communicable diseases of all kinds for the wellbeing of the TWU community as well as individual employees, students and their families.

Hand hygiene is also vital in preventing the spread of all kinds of germs between people. Cleaning your hands can be done with soap and water or alcohol-based hand sanitizer. Access to both options is available throughout all TWU facilities, especially around washrooms, eating areas and the entrances/exits to indoor public buildings and spaces.

¹ WHO. (2021). Retrieved: <https://www.afro.who.int/health-topics/communicable-diseases>



b. ENVIRONMENTAL

Ventilation: TWU reviews all HVAC systems quarterly to ensure they are in good operating condition in accordance with WorkSafeBC requirements and the relevant ASHRAE Standards² for indoor air quality.

Cleaning: TWU's Campus Services Team ensures facilities are regularly cleaned and disinfected per WorkSafeBC protocols.

4. PROVINCIAL HEALTH ORDERS

Trinity Western University will continue to follow any Provincial Health Officer Orders (PHOs) or Regional Medical Health Officer Orders or recommendations if/as they are enacted, as is our legal responsibility. Excluding specific PHOs currently in effect or which may be implemented in future, COVID-19 Safety Plans previously in place are no longer required, replaced instead by the general [WorkSafeBC communicable disease guidance](#) incorporated in this document.

5. COVID-19 & INFLUENZA-LIKE ILLNESS (ILI) CONSIDERATIONS

a. SELF-ASSESSMENT & TESTING

Students, employees and visitors to any of TWU's sites are expected to use the BC Self-assessment tool online if they feel ill. The tool will provide directions as to when an individual should stay home, or access health-care provider testing. Further guidance is available through the [BCCDC](#).

TWU students and employees can access health-care provider administered free rapid and PCR testing through the Langley Campus Wellness Center (see page 4). Free self-testing supplies are available through many [BC pharmacies](#) and TWU continues to distribute self-tests to all sites, supplies permitting.

b. MASKS

BC Public Health is the official source regarding recommendations for masks in post-secondary institutions. Wearing face masks in most indoor public spaces like classrooms, student housing or workspaces, will follow public health and industry standards in response to ongoing public health best practices and expectations and will be clearly communicated through signage. More information on the different types of face coverings and how to use them is accessible online through the [BCCDC website](#).

PLEASE NOTE: Masks are required when accessing the Wellness Center on the Langley Campus or any vaccine clinics or other mobile health services provided at any of our sites per public health orders.

c. COVID-19 VACCINATION

Per the BCCDC, "vaccines are the most effective way to reduce the risk of serious illness from COVID-19" and are available for all post-secondary employees and students, including those from outside of BC and their families, for free. Information about where and how to access COVID-19 vaccines (initial series as well as booster doses) is regularly updated [online](#); students arriving to TWU from outside of BC can upload their historical COVID-19 vaccination records at <https://www.immunizationrecord.gov.bc.ca/>.

² ASHRAE – the American Society of Heating, Refrigerating and Air-Conditioning Engineers



As a Christian academic institution, Trinity Western University strongly encourages vaccination against COVID-19. We value science, we support public health and affirm the evidence that vaccines work. We believe that God calls us to care for the broader community and we desire to see people protected from severe illness and death. The full TWU Statement on Vaccination can be found on our [website](#).

Students enrolled in courses with a practicum, clinical, or co-op component may be required to be vaccinated to legally participate in these experiential learning placements. Currently this applies to TWU students accessing health care settings per a provincial health order, which includes undergraduates in the School of Nursing (BScN) and students enrolled in the Master of Counselling Psychology program or the Masters of Christian Studies in Marriage and Family Therapy at ACTS Seminaries³.

d. ADMINISTRATOR/EMPLOYER ROLE

As a post-secondary institution, TWU is not responsible for contact tracing and per BCCDC guidelines is not to notify faculty, staff or students of potential or confirmed communicable diseases (including COVID-19 and others) unless directed to do so by a local Medical Health Officer from the appropriate public health region. Students or employees who have concerns or questions about possibly being exposed to a communicable disease, can contact CommunityWellness@twu.ca to receive support from a member of the TWU Public Health Team. If a confirmed case is disclosed, it is unlikely a mass notification to the campus community would be recommended by public health; if advised, any message would be done through TWU's Director of Community Wellness only, not individual faculty or staff.

e. STUDENT HOUSING

TWU students living in residence on TWU's Langley campus or attending the Laurentian Leadership Center in Ottawa are strongly encouraged to be vaccinated with all recommended doses of COVID-19 vaccine. TWU has a limited number of isolation spaces for non-local dorm residents who test positive for COVID-19 or are directed to self-isolate by their health care provider. Further details on what is expected of ill residents and the support services available through TWU can be found [online](#).

f. OUT OF PROVINCE TRAVEL CONSIDERATIONS

As national governments⁴ manage the ongoing impact of COVID-19 on travel, including vaccine and testing requirements, TWU is taking a measured approach to all university-sponsored travel. The priority is to protect the health, safety, and wellness of TWU employees, students and their communities while helping to ensure continuity and high quality of university operations. In addition to completing the usual pre-pandemic approval process, any proposed work-related or university-sponsored student travel must adhere to all government regulations, vaccination, testing and isolation requirements in place for the duration of the trip. Also, all non-US, international travel must be reviewed by the TWU Public Health Team to support risk assessment and contingency planning; flexible, refundable itineraries are advised at this time.

³ There is currently no posted end date for the health care settings [Provincial Health Order](#).

⁴ [Canadian COVID-19 Regulations: Travel, testing and borders](#)



6. CLASSROOM CONSIDERATIONS

a. STUDENT ATTENDANCE

Surveillance of class attendance is an increasingly important indicator of communicable disease transmission risk within the TWU community. While students miss classes for a variety of reasons, faculty and instructors of all classes, laboratories, seminars and other scheduled sessions will be expected to alert their dean if absences reach 20% or higher; no individual student details will be shared, only the Course ID and aggregate attendance figures. Deans will notify the Director of Community Wellness for further support including liaising with regional public health if indicated.

b. EXAMS

Self-assessment for symptoms of illness is expected even in exam periods; students who are sick with a communicable disease cannot attend an exam in-person while they are completing their isolation. The university will continue to support students and faculty in providing resources, space and oversight for off-schedule exams as required.

7. TWU WELLNESS SERVICES

a. LANGLEY CAMPUS WELLNESS CENTER (*Douglas Center, 2nd Floor*)

A full scope of primary care health services, provided by physicians and RNs, are available to TWU students including medical assessments, screening and diagnostics, specialist referrals, bloodwork, immunizations and allergy shots among many others. Free health-care provider administered COVID-19 testing is available for students and employees.

Mental health services including in-person and remote individual counselling as well as group sessions with our Registered Clinical Counsellors (RCCs) and interns are also available at rates subsidized by TWU.

While most medical and mental health services are offered in-person at our Langley campus, there are some clinical services offered remotely, primarily to students located within Canada. More details on all Wellness Center services as well as appointment requests are found online: <https://www.twu.ca/wellness-centre>.

b. COMMUNITY WELLNESS PROMOTION

Trinity Western has locations across Canada with students learning in different modalities around the globe. Student wellbeing is a fundamental value, embedded within our university vision, and as such services and supports aim to not be limited to any single site. TalkCampus is a new mobile resource for TWU students living anywhere, providing mental health supports and other resources⁵.

Student wellbeing spans every area of TWU life inside and outside the classroom. Within the university clinical and policy professionals based out of the Wellness Center collaborate regularly with staff and faculty in every other major division including Student Life, Recreation, Spartan Athletics, Enrollment as well as the Provost & President's Offices on programs, policies and systems that support students.



8. WORKPLACE CONSIDERATIONS

a. REMOTE WORK

Working remotely is important in supporting employees who need to isolate due to illness or exposure (when well enough to do so) which contributes to maintaining Trinity Western's operations. Generally, there is no prescribed amount or rate of remote work, rather any mandated reduction in workplace capacity would be a layer of protection invoked in response to a period of elevated risk of communicable disease transmission, done in consultation with local or provincial public health. Questions about non-public-health related remote work policies can be directed to your department's HR representative or HRReception@twu.ca.

b. ABSENCE REPORTING

It is important that unwell employees stay home until they have recovered, and reporting illness assists TWU in better understanding if there is elevated risk of transmission in the workplace. Protecting employee's privacy is also vital. Absence reporting, including if the employee is working remotely due to illness, will be confidential and focus on providing as much real-time disaggregate data regarding business continuity and operations as possible. TWU's HR department will support employee supervisors/managers with data collection and the Director of Community Wellness will endeavor to track trends which may require outside consultation with public health.

c. OCCUPATIONAL HEALTH & SAFETY

Supporting safe workplaces, as mandated through WorkSafeBC, is the priority of TWU's Occupational Health & Safety Committee. Their mandate includes regular review of health and safety plans and practices pertaining to preventing occupational exposures to communicable diseases. The Committee includes representation from the TWU Public Health Team as well as staff and faculty representatives.

⁵ TalkCampus is available for free through the App Store

