

WILFRID LAURIER UNIVERSITY

COVID-19 Pandemic Recovery Guide

Stay Safe. Stay Golden.

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Inspiring Lives.

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Wilfrid Laurier University during COVID-19

Wilfrid Laurier University has taken significant steps to do our part in the national and global effort to contain the spread of the coronavirus. We have been working to develop a detailed and integrated plan for gradual return to on-campus operations while adhering to public health guidelines. The university's priority is the safety of students, staff and faculty – as well as the communities in which we operate – while remaining committed to academic excellence and to student satisfaction.

The university's Pandemic Recovery Steering Group (PRSG) oversees all pandemic recovery-related decisions at the university, under the following guiding principles:

- Safeguard the health and safety of our university community
- Maintain academic and research excellence
- Enhance our exceptional student experience
- Demonstrate our commitment to the care and well-being of our employees
- Continue to partner with our local communities as an anchor institution

At the same time as we are considering the safety of our own operations, the university is making contributions to our local communities in various ways such as donating equipment, providing professional resources and making university buildings available to frontline workers. Laurier's faculty members are actively engaged in COVID-related research projects and are serving as expert sources to media outlets covering the development of the pandemic, while many members of our university community are contributing in myriad ways to support one another's physical and mental wellbeing.

This document is intended to provide readers with at-a-glance information about the university's virtual and on-campus operations and health and safety protocols. This document was last updated Dec. 8, 2020. The most recent information and updates are available at [wlu.ca/recovery](https://www.wlu.ca/recovery).

Laurier Classes and Instructional Plans for Fall 2020 and Winter 2021

To ensure the safety of the Laurier community, the majority of instruction for Fall 2020 and Winter 2021 is taking place either remotely or online.

The university's plans for fall 2020 and winter 2021 instruction are designed to meet government and public health guidelines and maintain the safety of employees as well as Laurier's new and returning students. Equally important, the university is delivering instruction in a way that upholds the quality of our academic experience and student supports while ensuring that we continue to feel the unique sense of community that sets Laurier apart. The university's Teaching and Learning and technology teams have developed robust training and resources for faculty members to support them as they transition to delivering course content in a virtual and online environment.

The courses and other curricular elements considered priorities for in-person instruction or supervision include:

- Experiential learning courses that take place off-site (e.g., at a placement location)
- Research-based courses that require access to laboratories for data collection and analysis
- Practical study course that require access to learning materials (e.g., instruments); and/or
- Courses that fulfil licensing or accreditation requirements

Note that no students are required to attend classes in person should they choose not to; alternative arrangements will be provided.

A full list of instructional plans by faculty for the [fall term](#) and for the [winter term](#) is available through the [Remote Learning Hub](#).

Safety Protocols

The following safety measures have been put in place for those who have been approved by the Pandemic Recovery Steering Group to be on Laurier's campuses:

Personal Protocols

Symptom-Free: Anyone experiencing COVID-19 symptoms is not permitted on Laurier's campuses. Self-assessment tools and self-isolation protocols will be enforced.

Physical Distancing: A physical distancing protocol of two metres (6 feet) separation will be enforced where possible within Laurier facilities.

Protective Equipment/Masks: To reduce the risk of transmission, [Laurier's face-covering policy](#) dictates that anyone on campus must wear an approved face covering in all indoor common areas such as hallways, lobbies, lounges or elevators, in classrooms and laboratories.

Hygiene: Individuals must wash hands often using proper washing or sanitizing techniques.

Group Gatherings: Group gatherings such as meetings and events should continue to take place virtually. Where required, gathering sizes must align with the limits imposed by government directives.

Case Management: Anyone with one or more symptoms of COVID-19 must remain at home, and follow the symptom reporting and self-isolation procedures. Contact tracing and notification for confirmed cases will be conducted by Public Health in consultation and collaboration with the university as appropriate.

Support and Accommodation: Community health and wellbeing will be prioritized, and efforts will be made to support and accommodate our community through enhanced safety protocols, flexible scheduling, working and learning from home when possible, or other more specialized accommodations.

Face-covering Policy

In July, the Region of Waterloo, City of Brantford and the County of Brant introduced face-covering bylaws that require wearing non-medical masks in various public spaces.

While the bylaws do not apply to universities, Laurier has aligned the [university's face-covering policy](#) with the spirit of the bylaws to protect the health and safety of the Laurier community at our various locations.

The policy requires that anyone anyone on campus must wear an approved face covering in all indoor common areas such as hallways, lobbies, lounges or elevators, in classrooms and laboratories.

Student Safety Steps



1. **Assess.**

- Each time students plan to visit a Laurier building in person, they will complete the [COVID-19 Self-Assessment Questionnaire on Laurier's SAFEHawk app](#) prior to their visit.
- After completing the self-assessment, if a student receives a "pass" badge on the app, they can access certain Laurier locations.
- Students may be required to present their "pass" badge to student staff, staff or faculty on campus to access certain areas.
- If a student receives a "fail" badge, they should stay home and reach out to Public Health or the Student Wellness Centre (Waterloo or Brantford) according to the [COVID-19 symptoms protocols](#).
- If students do not have access to the self-assessment questionnaire on Laurier's SAFEHawk app, they can complete the self-assessment [using the online form](#) and will receive an email indicating a pass or fail.

2. **Distance.** The university has made adjustments to campus spaces to maintain physical distancing. Students are required to follow directional signage and space requirements to ensure they maintain a 2m (6ft) distance from others. Students are encouraged to respect and follow public health guidelines and avoid risky behaviours such as house and street gatherings.
3. **Protect.** To reduce the risk of transmission, Laurier’s face-covering policy dictates that you must wear a non-medical mask or face covering in all indoor common areas such as hallways, lobbies, lounges or elevators, in classrooms and laboratories, including when you are going to, attending and leaving classes.
4. **Clean.** Students are encouraged to wash their hands frequently and use hand-sanitizing stations.

Employee Safety Steps



1. Assess: All employees approved to work on campus are required to complete a daily self-assessment. Employees who have been approved to resume operations on campus will receive a daily email with a link to a survey, which they must complete whether or not they are attending campus on a given day. The survey allows the university to ensure employees are symptom-free and are informed about Ontario Health’s guidelines and recommendations to keep our Laurier community safe. The survey also serves as a tracking tool for contact tracing purposes.

2. Distance: The university has made adjustments to workspaces to make it easier for employees to maintain physical distancing. Employees will be required to follow directional signage and space requirements to ensure they maintain a 2 metre (6ft) distance from colleagues.

3. Clean: Employees will be required to wash their hands frequently for a minimum of 20 seconds, use hand-sanitizing stations and use the cleaning supplies provided to keep their workspace and shared office equipment clean.

4. Protect: Employees who are working on campus must wear a non-medical mask or face covering in all university indoor common areas such as hallways, lobbies, meeting rooms or elevators, shared or open-space offices, research and teaching labs, classrooms and other common areas. All employees approved to work on campus have been provided with two masks. Employees must wear and care for their masks properly according to the instructions provided with their masks.

5. Trace: Employees working on campus are encouraged to keep a daily log of who they have been in close contact with. Close contact is defined by Public Health as being less than two metres (6 ft) away in the same room, workspace or area for over 15 minutes. Managers will keep a 14-day record of employees who have been working on campus with the date, time and location.



Facility Protocols

Cleaning: Enhanced cleaning protocols are in place including cleaning and disinfecting all touch points (e.g., doors, elevators, stair rails, washrooms, etc.) for those areas that are occupied. Hand sanitizer units will be provided in common areas, classrooms and office areas. Disinfectant sprays with paper towels will be available in washrooms to encourage additional cleaning measures by individuals using the space.

Signage and Communications: Signage will be posted in highly visible locations to promote everyday protective measures and to help maintain physical distancing.

Ventilation and Air Quality: Ventilation systems will be monitored to ensure they are operating properly and effectively. If an exposure site is reported, the area identified will be closed off immediately with signage indicating the area is closed off.

Classrooms: Measures will be taken to promote physical distancing in any classrooms offering in-person instruction through signage and using physical barriers (i.e. to indicate which seats are not available). Classrooms will have marked entrances and exits, and classes will take place on the first floor of buildings when possible to limit the need to use stairwells and elevators.

What if a Student or Employee Has COVID-19 Symptoms?

Students

Student Assessment:

- Each time students plan to visit a Laurier building in person, they will complete the [COVID-19 Self-Assessment Questionnaire on Laurier's SAFEHawk app](#) prior to their visit.
- After completing the self-assessment, if a student receives a "pass" badge on the app, they can access certain Laurier locations.
- Students may be required to present their "pass" badge to student staff, staff or faculty on campus to access certain areas.
- If a student receives a "fail" badge, they should stay home and reach out to Public Health or the Student Wellness Centre (Waterloo or Brantford) according to the [COVID-19 symptoms protocols](#).
- If students do not have access to the self-assessment questionnaire on Laurier's SAFEHawk app, they can complete the self-assessment [using the online form](#) and will receive an email indicating a pass or fail.

Student Process for Reporting Symptoms:

If students have tested positive for COVID-19, they are instructed to not attend Laurier buildings in person and to stay home and reach out to Public Health.

Should a member of the Laurier community test positive for COVID-19, Public Health will conduct contact tracing to notify individuals that may have been in close contact and may

be at risk. Public Health will contact those individuals directly. Identifying details will not be shared publicly.

A. Protocol for Laurier students who have entered a Laurier building AND who meet one or more of the following criteria:

- Students who have symptoms of COVID-19
- Students who have been referred for testing or advised to self-isolate
- Students who have travelled from out of country within the last 14 days
- Students who have had close physical contact with someone who has symptoms of COVID-19

1. Students are directed to not attend Laurier buildings in person.

2. Students are instructed to contact the Student Care Coordinator (Waterloo or Brantford) in the Dean of Students Office via email at deanofstudentswr@wlu.ca (Waterloo) or deanofstudentsbr@wlu.ca (Brantford) and provide the following information:

- Laurier buildings and locations visited (including the date visited)
- COVID-19 related criteria as listed above
- The Student Care Coordinator will connect students directly to the Student Wellness Centre (Waterloo or Brantford) and/or will refer them to their Regional Public Health.

The Student Care Coordinator will collect information solely for the purpose of our Facilities and Asset Management team cleaning and sanitizing Laurier spaces. This information will be retained and used by the university only for these purposes as they are related to the health and safety of the Laurier community. Questions related to privacy can be directed to the Privacy Office.

- If students have been attending classes remotely and are feeling well enough, they are encouraged to continue to attend classes remotely. If they are not well enough to participate in remote classes, students are asked to connect directly with their instructors.
- When you are ready to return to in-person activities at Laurier, please contact the Student Wellness Centre at wellness@wlu.ca for information related to returning to class, labs, facilities, etc.

B. Protocol for Laurier students who have NOT visited a Laurier building and meet one or more of the following criteria or receive a “fail” badge:

- Students who have symptoms of COVID-19
 - Students who have been referred for testing or advised to self-isolate
 - Students who have travelled from out of country within the last 14 days
 - Students who have had close physical contact with someone who has symptoms of COVID-19
1. Students are directed to not attend Laurier buildings in person.
 2. Students are instructed to stay home and reach out to Public Health or the Student Wellness Centre at wellness@wlu.ca.

C. Protocol for Students Living in Residence and who meet one or more of the following criteria or receive a “fail” badge:

- Students who have symptoms of COVID-19.
 - Students who have been referred for testing or advised to self-isolate.
 - Students who have travelled from out of country within the last 14 days.
 - Students who had close physical contact with someone who has symptoms of COVID-19.
1. Immediately notify Special Constable Service by calling 519-885-3333.
 2. The Department Residence will follow up to determine appropriate next steps.

In the event of the need to self-isolate, residence staff will follow up with the student to talk about what to expect next. As part of the process to provide students with support, some information will be shared with Special Constable Service and with Food Services.

Employees

Employee Assessment: All employees approved to work on campus are required to complete a daily self-assessment survey to ensure employees are symptom-free and are informed about Ontario Health’s guidelines and recommendations to keep our Laurier community safe. The survey also serves as a tracking tool for contact tracing purposes.

Employee Process for Reporting Symptoms: If the results of the survey indicate that an employee is unable to work on campus, they will be required to self-isolate and notify their manager. If they become symptomatic while working on campus, employees will be isolated and sent home immediately. Managers will notify the Abilities Management team in Human Resources for timely follow up and case management.

Employee Case Management Protocol: If an employee has reported symptoms, the Abilities Management team will contact the employee the same day to confirm when their

symptoms started, when they were last on campus, where they were working, and what safety measures they were following.

Employees who are symptomatic will be encouraged to get tested and are not permitted to return to campus until they have clearance to do so.

If an employee tests positive, they will be asked to provide their contact log so that 'close contacts' can be advised to self-isolate for 14 days. The Abilities Management team will contact the employees who have been required to self-isolate regularly and support a return to on-campus work once they have been cleared and symptom-free for 48 hours.

Laurier’s COVID-19 Scaling Framework

The university’s return-to-campus planning and assessment activities are a dynamic, evolving process. Any functions or services that can continue to work remotely and effectively from home will continue to do so for the foreseeable future to limit the number of people on our campuses.

The PRSG developed a COVID-19 scaling framework to guide safety planning, decision making and priority setting in regards to campus operations and activities. The framework identifies four levels – low, moderate, high and critical – independently applied to ten campus categories:

- Physical Campus Access
- Course Delivery
- Employees
- Residence
- Student Service Delivery
- Campus Amenities
- Research Activities
- Meetings / Events on Campus
- Visitors
- Travel

Category	Physical Campus Access		
Current Status	Waterloo: Moderate		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> • Closed. • Restricted access. 	<ul style="list-style-type: none"> • Controlled access. 	<ul style="list-style-type: none"> • Hybrid Controlled/Open access depending on the building and services. 	<ul style="list-style-type: none"> • Open Access.

Category	Course Delivery ¹		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> Remote instruction. 	<ul style="list-style-type: none"> Remote instruction. Limited on-campus instruction with restrictions. 	<ul style="list-style-type: none"> Primarily remote instructions with increasing on-campus instruction, with restrictions. 	<ul style="list-style-type: none"> Primarily on-campus instruction with no restrictions.

¹ Course delivery mode will not change in the middle of the term.

Category	Employees		
Current Status	Waterloo: Moderate		Brantford: Moderate
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> Work from home. Essential employees on-campus only. 	<ul style="list-style-type: none"> Work from home. Additional on-site work for functions that are best done on-campus. 	<ul style="list-style-type: none"> Work from home. Increased on-site work as services expand on campus or to accommodate individual needs. 	<ul style="list-style-type: none"> Working on-campus.

Category	Residence ²		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> Closed. 	<ul style="list-style-type: none"> Accommodations: Limited capacity with restrictions. Dining: take-out, pick-up or restricted seating. 	<ul style="list-style-type: none"> Accommodations: Increased capacity and common space use. Dining: Open with moderate restrictions. 	<ul style="list-style-type: none"> Fully resumed.

² On-campus accommodations and residence dining.

Category	Student Service Delivery		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> Remote Services. 	<ul style="list-style-type: none"> Remote, with some student and academic services on-campus. 	<ul style="list-style-type: none"> Hybrid delivery of services. 	<ul style="list-style-type: none"> In-person.

Category	Campus Amenities ³		
Current Status	Waterloo: High		Brantford: Critical
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> • Closed. 	<ul style="list-style-type: none"> • Open with strict restrictions. • Food Services: Take-out, pick-up or delivery. 	<ul style="list-style-type: none"> • Open with moderate restrictions. • Food Services: Limited catering resumed. 	<ul style="list-style-type: none"> • Open, no restrictions.

³ Bookstore, fitness centres, retail food services, library, study spaces.

Category	Research Activities		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> • Restricted to completion of essential research, without human participants. 	<ul style="list-style-type: none"> • Approved domestic research and human participant research, with restrictions. 	<ul style="list-style-type: none"> • Resumption of international field research, with restrictions. 	<ul style="list-style-type: none"> • Fully resumed.

Category	Meetings / Events on Campus		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> • None. 	<ul style="list-style-type: none"> • No events. • In-person meetings may be conducted by individuals approved to be working on-campus only. 	<ul style="list-style-type: none"> • Limited to government restrictions. 	<ul style="list-style-type: none"> • Fully resumed.

Category	Visitors		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> • Remote Services. 	<ul style="list-style-type: none"> • Remote, with some student and academic services on-campus. 	<ul style="list-style-type: none"> • Some visitor/public activities open. 	<ul style="list-style-type: none"> • Open access.

Category	Travel		
Current Status	Waterloo: High		Brantford: High
Levels of Impact			
Critical	High	Moderate	Low
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> Discretionary travel within Canada for business and academic purposes strongly discouraged. Domestic travel for research purposes may be approved. 	<ul style="list-style-type: none"> Discretionary travel for business and academic purposes strongly discouraged. International travel for research purposes may be approved. 	<ul style="list-style-type: none"> Fully resumed.

Key Functions and Services: Virtual or On-campus Status

This list is changing weekly. For complete and up-to-date details, visit the [Campus Status page](#) on wlu.ca/recovery or contact individual departments.

This list is in alphabetical order.

FUNCTION/ SERVICE	REMOTE, ON-CAMPUS, OR COMBINATION	DETAILS
Academic Activities	Combination	Mostly remote; minimal on-campus academic activities: labs, music practice rooms, performance facilities, some classes. <ul style="list-style-type: none"> Winter 2021 Instructional Plans Fall 2020 Instructional Plans
Affiliate Organizations	On-campus	Martin Luther University College, WLU Student Publications
Athletics and Recreation	Combination	All Ontario University Athletics (OUA) sanctioned sport programming and championships cancelled through March 31, 2021 . Online fitness classes and other special initiatives are being offered remotely. Waterloo Athletic Complex Phased approach ; fitness centre opened Sept. 10; the pool opened for lane swim only beginning on Oct. 19 by reservation. Laurier-Brantford YMCA

FUNCTION/ SERVICE	REMOTE, ON-CAMPUS, OR COMBINATION	DETAILS
		Opened with modified programs, amenities and protocols on September 8.
Bookstores	Remote	<p>All Laurier Bookstore physical campus retail locations remain closed. Students can access their custom book list and order textbooks, course materials, general merchandise, supplies and more through the website.</p> <p>Shipping is available at a cost. Pickup is also available at the web order window in Waterloo (in concourse) and Stedman Community Bookstore in Brantford. In-person returns/exchanges are also available.</p>
Distribution Services	Combination	<p>Distribution Services is operating as Central Receiving Monday to Friday:</p> <ul style="list-style-type: none"> • 8 a.m. to 4 p.m. (Waterloo) • 9 a.m. to 3 p.m. (Brantford) <p>All internal delivery operations have ceased. Incoming mail and courier items are being held until further notice. Courier services between campuses have been discontinued.</p> <p>Mail pick-up and drop-off services are available at:</p> <ul style="list-style-type: none"> • Waterloo: 202 Regina receiving entrance, email ralbrecht@wlu.ca to schedule • Brantford: Research and Academic Centre in office RCE139, email lbdistribution@wlu.ca to schedule
Essential Services	On-campus/some Combination	Accounts Payable (combination), Custodial, Distribution Services, Facility Operations, Grounds, Payroll (combination), Safety, Health Environment & Risk Management, Special Constable Service, Wellness Centre(s) (combination).
Food Services	Combination	<p>Fresh Food Company and select locations at The Terrace Food Court (Waterloo campus) will offer dine-in and take-out options.</p> <p>Primary focus is for students in residence. Visit 'Dining on Campus' at students.wlu.ca for further details.</p>
Information and Communication Technologies	Combination	<p>ICT Service Desk Hours:</p> <ul style="list-style-type: none"> • Monday to Thursday: 8 a.m. – 10 p.m. • Friday: 8 a.m. – 5 p.m. • Saturday: 1 p.m. – 5 p.m. • Sunday: 5 p.m. – 9 p.m.

FUNCTION/ SERVICE	REMOTE, ON-CAMPUS, OR COMBINATION	DETAILS
		<p>Closed on statutory holidays, and the Saturday and Sunday of long weekends</p> <p>Student contact: support@mylaurier.ca or @support on Teams.</p> <p>Faculty/staff contact: servicemanager@wlu.ca, ICT Customer Portal or @Lanny Cox, @Shannon Johnston or @Melanie Rmanek on Teams. Weekends and after 5 p.m., @support on Teams.</p> <p>In-person support is available at the Waterloo campus at 1E4C Concourse,</p> <ul style="list-style-type: none"> Monday to Friday 10 a.m. to noon and 1 p.m. to 4 p.m.
Library	Combination	<p>Access to print books and physical collections are available for booking through Omni, and the library's Books to Go service.</p> <p>You can also find and request books and other physical items from the University of Guelph Library and the University of Waterloo Library by accessing Omni from the Library website or by going directly to the Omni page to place a request on an item.</p> <p>Digitization and scanning services from Laurier's print collection to support online and remote teaching and learning and e-reserves are available.</p> <p>Study Space</p> <p>Bookable study spaces on the main floor of the Waterloo campus library are available for students. Study space appointments are available in 3-hour time blocks (1 user per block) Monday to Friday:</p> <ul style="list-style-type: none"> 10 a.m. – 1 p.m. 3 p.m. – 6 p.m. <p>Laurier Archives</p> <p>Archival research appointments are available in 2-hour time blocks (1 user per block) on Mondays and Wednesdays:</p> <ul style="list-style-type: none"> 11 a.m. – 1 p.m.

FUNCTION/ SERVICE	REMOTE, ON-CAMPUS, OR COMBINATION	DETAILS
		<ul style="list-style-type: none"> • 2 p.m. – 4 p.m.
One Card	Combination	Card production and distribution only. Visit the One Card page on students.wlu.ca or email onecard@wlu.ca for details.
One Market	In-person	<p>Tenants at the One Market building on Laurier's Brantford campus can access their spaces.</p> <p>Safety protocols include mandatory face masks, hand sanitizer stations and enhanced cleaning.</p>
Parking Services	Combination	<p>Parking permit fees have been suspended since April 1, 2020 and will continue to be suspended until further notice. However, parking enforcement will continue to be in effect on all campuses and we ask that you display your current valid parking permit when parking in gold permit areas.</p> <p>Parking permits are available at wluparking.com. The office remains temporarily closed; all customer service inquiries related to Parking & Transportation Resources will continue to be completed remotely.</p> <p>Waterloo campus: parking@wlu.ca Brantford campus: lbparking@wlu.ca</p>
Printing Services	Combination	<p>Printing Services has resumed operations with online orders and scheduled pick-up times through Distribution Services and support for copiers.</p> <p>Open and operating in R137 (reception area is closed). The Hub, Concourse location on the Waterloo campus will remain closed until further notice.</p>
Residence Operations	On-campus	First-year residences operational with modifications and restricted capacity to ensure health and safety. Further details can be found in the residence section of this document and through the Department of Residence on students.wlu.ca .
Service Laurier	Remote	On-campus, in-person service centres at both campuses remain closed.

FUNCTION/ SERVICE	REMOTE, ON-CAMPUS, OR COMBINATION	DETAILS
		<p>Service Laurier is operating virtually through servicelaurier@wlu.ca and a remote call centre Monday to Thursday from 10 a.m. to 3 p.m. at</p> <ul style="list-style-type: none"> • Waterloo: 519.884.0710 x2800 • Brantford: 519.756.8228 x5885 <p>An online chatbot is also available.</p>
<p>Student Wellness Centre</p>	<p>Combination</p>	<p>Waterloo</p> <ul style="list-style-type: none"> • Monday to Wednesday: 9 a.m. to 7:30 p.m. • Thursday and Friday: 9: a.m. to 4:15 p.m. <p>Brantford</p> <ul style="list-style-type: none"> • Monday to Friday: 8:30 a.m. to 4:15 p.m. <p>Appointments continue to be remote at this time. Please call for service. Do not drop by the centre unless instructed by a nurse; All visitors required to wear non-medical masks or face coverings.</p> <p>The Student Wellness Centre does not have COVID-19 test kits on site.</p> <p>Flu Shot Clinics are operating with COVID-19 safety restrictions, including limiting access to students and only the staff and faculty who are approved to work on campus.</p> <p>Brantford Students on the Brantford campus who are interested in receiving the flu shot should contact the Brantford Student Wellness Centre to book an appointment.</p>

Which Campus Spaces are Accessible and By Whom?

Common Spaces

Study Spaces

In addition to the spaces accessible as part of the on-campus functions and services listed above, the university began a pilot program Sept. 28 to make [study space available](#) to students at the Waterloo and Brantford campuses.

To access study spaces, students must:

1. Fill out the online reservation form for either [Brantford](#) or [Waterloo](#) spaces.
2. Complete the [SAFEHawk COVID-19 self-assessment](#) and show it to the Study Space Host.
3. Adhere to the rules of use:
 - Wear Personal Protective Equipment, specifically a mask that covers the nose and mouth, at all times.
 - Check in with Study Space Host upon entry or exit to the study space.
 - Leave furniture in its original location.
 - Lightly clean study space table before and after studying with provided materials.
 - Remain at assigned study table for the duration of the study period.
 - Leave promptly at the end of the reserved study period.

Further details, including a list of study space locations, hours of operation and booking instructions are available on the [Study Spaces page on students.wlu.ca](#).

Students in Residence

In accordance with public health guidelines, Laurier's Waterloo and Brantford campuses have reduced the number of students living in residence to allow each student to have their own bedroom and to reduce the number of people on each floor. To accommodate physical distancing and extra cleaning, an extended move-in with safety protocols took place from September 5 to 9.

Maintaining the Residence Experience

Laurier will provide students with a value-added residence experience that nurtures development in an online environment, including an adapted Residence

Living-Learning Program, First-Year Residence Experience program, and First-Year Leadership Program.

Residence Learning Communities and Learning Clusters will continue to be offered, providing students with an immediate connection with peers who share the same interest, program or faculty. There are many leadership development opportunities available, including positions on councils that focus on social programming in residence, health and wellness, and the arts.

Residence Health and Safety Protocols

To provide a safe residence experience for everyone, the university is implementing some operational changes in accordance with the guidelines set by public health authorities. These measures may change as public health recommendations are updated:

- ✎ Every student living in residence will have their own bedroom and will be placed in either an apartment- or dorm-style residence. There will be no double rooms.
- ✎ Residents will be required to wear a non-medical mask or face covering outside of their rooms or apartments. Exceptions will only be made with medical documentation.
- ✎ Some common areas, such as lounges, will be closed and/or occupancy significantly reduced.
- ✎ Dorm style residence buildings with main-floor common restrooms will have signage as to how many people may be in the bathroom at a time.
- ✎ No guests will be permitted in residence buildings at any time. Students living in the same building are not permitted to visit each other's rooms or apartments.
- ✎ University staff including custodial, food services, residence, Special Constable Service and support staff for students with documented accessibility needs will be permitted building access.
- ✎ Enhanced cleaning procedures will be employed including a focus on sanitizing high-touch surfaces and extending custodial staff schedules for common area cleaning beyond traditional business hours.
- ✎ Wall-mounted and portable sanitizer stations will be placed in high-traffic areas.
- ✎ Signage to encourage physical distancing, respiratory etiquette, reminders about the signs and symptoms of COVID-19, and occupancy limits for various common area spaces will be posted throughout each residence building.

See examples on page 22.

- Students will be required to answer regular health screening questions; off-site testing will be required if a student reports symptoms.
- The Department of Residence will have a strict quarantine procedure in place should there be a student in residence with a confirmed or presumed case of COVID-19. If quarantined, students will receive food service delivery.
- A Residence Don (senior mentor) will live on every floor to help support community-building in spaces where it is safe to do so and through virtual connections, such as one-on-one meetings.
- A Residence Education Advisor will help students connect with the services and supports they need to successfully transition to Laurier.
- A live-in residence professional will supervise student leaders and support students with their transition to residence.

Keep our community safe

Limit of **2** riders per car

Take the stairs when possible.

Keep a distance of 2m (6ft) from others while waiting.

Avoid touching your face after touching the buttons.

Thoroughly wash your hands with soap and water for a minimum of 20 seconds or apply hand sanitizer after exiting the elevator.

Please wear a mask when social distancing is not possible.



LAURIER

Keep our community safe

Limit of **3** riders per car


Take the stairs when possible.

Keep a distance of 2m (6ft) from others while waiting.

Avoid touching your face after touching the buttons.

Thoroughly wash your hands with soap and water for a minimum of 20 seconds or apply hand sanitizer after exiting the elevator.

Please wear a mask when social distancing is not possible.



LAURIER

Keep our community safe

Laundry Room Open

When using the laundry room:


- Observe physical distancing. Stay 2m (6ft) from others.
- Gatherings of more than three people are prohibited.
- Thoroughly wash hands with soap and water for a minimum of 20 seconds or apply hand sanitizer before entering the lounge and after you leave the lounge.

LAURIER

Keep our community safe

Wash your hands often

with soap and water for a minimum of 20 seconds or apply hand sanitizer



LAURIER

Keep our community safe

Clean regularly touched items and surfaces



LAURIER

Keep our community safe


Lounge Open

When using lounge space:

- Observe physical distancing. Stay 2m (6ft) from others.
- Gatherings of more than three people are prohibited.
- Disinfectant wipes are available to sanitize high-touch surfaces.
- Thoroughly wash hands with soap and water for a minimum of 20 seconds or apply hand sanitizer before entering the lounge and after you leave the lounge.

LAURIER

Keep our community safe



Thank you for physically distancing

LAURIER

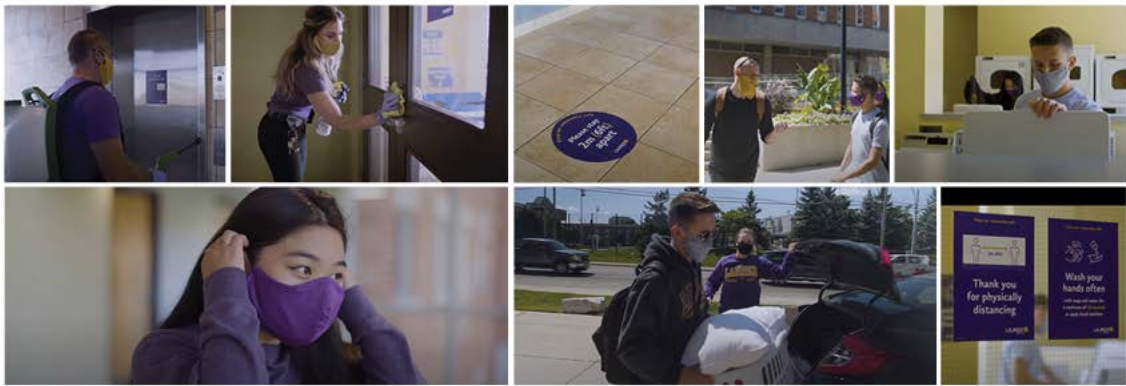
Keep our community safe

Closed

Do not enter

Thank you for your understanding

LAURIER



Students Living Off-campus

The Laurier Off-Campus University Students (LOCUS) program is designed to ease the transition to university for first-year students living off-campus through academic, social and personal supports. LOCUS has waived its registration fee during COVID-19 and is automatically enrolling all off-campus students into the program.

LOCUS has been running the #LaurierStaysAtHome program since the beginning of the summer. The program is open to any student, in any year, from any campus as a way to feel connected to the Laurier community through activities such as movie nights, trivia and game nights.

Unsanctioned Public Gatherings

Large, unsanctioned public gatherings have always been actively discouraged by the university in partnership with Public Health officials, the City of Waterloo, the City of Brantford, Waterloo Regional Police, Brantford Police Services and emergency services partners.

Wilfrid Laurier University expects all our community members to respect and follow public health guidelines, and discourages all students from attending unsanctioned gatherings, especially those that contravene the emergency order of the province of Ontario and rules set by public health.

As some students return to our campuses, they are reminded that we are still in the midst of an extraordinary global health crisis. Our top priority as a community is to keep people safe and prevent the spread of the virus. The very real threat of COVID-19 is why the university has transitioned to remote learning and why most Laurier staff and faculty are working from home.

Students can do their part in preventing the spread of the virus by not engaging in some of the most risky behaviours such as backyard and house gatherings and unsanctioned street gatherings. We expect our students to be good members of the Laurier community and good neighbours in the communities in which we operate.

Breaking public health guidelines can also lead to serious consequences including fines, as well as sanctions under the university's Non-Academic Student Code of Conduct — up to and including suspension — as required.

Research

A number of Laurier's researchers are actively involved in COVID-related research or are contributing to public knowledge about the pandemic by serving as multi-disciplinary expert sources on the economic, health and societal impact of the pandemic. Meanwhile, many of Laurier's researchers continue to build knowledge in other research areas that make a lasting impact on society.

Laurier's Office of Research Services is operating remotely to support ongoing university research activity and to process research finance transactions. A three-phase resumption of research plan is underway, with phases 1a-3a complete and operating. Field research continues to be suspended with the possible exception of research that does not involve distant or group travel, overnight stays or contact with the public.

Phase 1a: Permits on-campus research activities in the Science Building/Science Research Centre and the Centre for Cold Regions and Water Science

Phase 1b: Permits on-campus research in all remaining university facilities

Phase 2: Permits research that, if paused further, would negatively impact the ability of a graduate student to complete program requirements within the next six months and requires minimal on-site work/time to complete or research, research required to meet a contract deadline within the next six months which cannot be renegotiated, or research with applicable seasonal requirements.

Phase 3a: Permits all research that requires access to on-site research facilities that does not involve human participants.

The university is now reviewing requests for research resumption under Phase 3b, which considers on-site research involving human participants under the following requirements and subject to approval of the Research Ethics Board:

- On-campus research requires prior approval from the appropriate dean.
- No research activity that can be performed remotely will be approved for on-campus operation, including portions of research activities that involve a combination of on-campus and remote requirements.
- No human-participant research will be permitted where the participant population is considered vulnerable to COVID-19.
- All researchers must be prepared to shut down research activity following university or government directive.
- All researchers must adhere to safety protocols, including required specialized safety and PPE, and maximum occupancy limits for research spaces.
- Research spaces will be subject to periodic inspection by Safety, Health, Environment and Risk Management to ensure compliance.

Travel Advisories

International Travel

To protect the health and safety of our community, the university will be extending the international travel ban on business and academic travel to the end of winter term 2021, with ongoing review based on Government of Canada advisories.

This includes international travel for research activities, research placements, field courses, field trips and conference travel and all other university business travel. Anyone making international travel plans for the spring/summer 2021 term should be cautious, and recognize that the travel ban could be extended based on counsel provided by Health Canada, Global Affairs Canada and Canada Travel.

Domestic Travel

Discretionary travel within Canada for business and academic purposes is strongly discouraged during the pandemic. If domestic travel is deemed necessary as a means to carry out important university business and/or research, it requires special advance approvals prior to incurring any costs.

Domestic travel for purposes of research may be approved through the Resumption of Research Plan. [Applications to resume non-participant field research](#) are available on Connect and can be submitted to research@wlu.ca.

Domestic travel for the purposes of conducting other university business offsite may be approved through the process for off campus activities, [available on Connect](#). All requests can now be facilitated using the new [Off-Campus Activities COVID-19 Guideline](#), which provides an overview of how to create and submit your safety plan for approval to the appropriate Laurier authority.

International Student Exchange

The health and safety of our students is of utmost importance and consistent with the university's current ban on business and academic international travel. The university has continued to monitor counsel provided by Health Canada, Global Affairs Canada and Canada Travel. Given such, it has been determined that international exchange for the winter 2021 term will be cancelled. We recognize the disappointment and challenge this decision presents for our students, exchange partners and community. Laurier International will continue to work closely with all to provide personalized counsel and advice.

International Students

International students who meet the Government of Canada's requirements for entering the country to study [now have the option to register to travel to study at Laurier](#). Laurier has prepared a stringent Safe Travel, Arrival, and Quarantine (STAQ) process to protect the health of our staff, students, and community. International students who wish to pursue this option need to register, and more details about the application and quarantine process is outlined on the [International Student Support website](#).

How is the University Supporting the Student Experience in a Virtual Environment?

Remote Learning Hub

Academic excellence remains a top priority in a virtual environment, and Laurier provides a variety of online academic services to support students in their remote and online classes. The [Remote Learning Hub](#) is a one-stop resource for academic learning support for students online, featuring the Golden Guide to Success in Online and Remote Learning, Strategies for Success in Online Exams and tech support. Each campus offers study skills and learning support workshops and facilitated study groups.

Health and Wellness

Laurier's [Student Wellness Centres](#) on the Waterloo and Brantford campuses are offering remote services to maintain student health and wellness – from caring for illnesses, injuries and mental health, to providing essential services such as sexual health testing and treatment, and vaccinations. The team includes doctors, nurses, counsellors, chiropractors, registered massage therapists, a dietitian and physiotherapist, as well as Laurier's Wellness Education team. While most services are being offered remotely, the university has made accommodations to arrange in-office visits when necessary – in line with public health guidelines.

Laurier's Wellness Education team is made up of professionals and student volunteers who work together to provide resources and programs to support student wellness, all in an inclusive way. The centres' programs include remote educational workshops, Laurier's biannual Thrive Week, the Wellness Education Certificate, and social media campaigns and contests. The centres have also created a new podcast, Thriving in Progress.

Centre for Student Equity, Diversity and Inclusion

The [Centre for Student Equity, Diversity and Inclusion](#) will offer several virtual events for first-year students, including virtual drop-in sessions, a virtual Open House and meet and greets with groups and associations including the Association of Black Students and Rainbow Centre, as well as virtual events for all students throughout the year.

Office of Indigenous Initiatives

First-year Indigenous students will receive a video walk-through of orientation at Laurier and a remote learning care package. [Indigenous Student Services](#) will also offer ongoing virtual events for all students such as movie nights, beading and crafts, a speaker series, cooking demonstrations, Ojibway language events, medicine and teaching events as well as events featuring visiting Elders. Students can access free virtual drop-in hours with staff at the Office of Indigenous Initiatives.

Faculty Mentorship Program

Laurier launched a new [Faculty Mentorship Program](#). About 20 per cent of Laurier's faculty members, from faculties across the university, have volunteered to mentor first-year students on topics ranging from career goals and challenges associated with a virtual learning environment to support resources and opportunities to build connections. Students will meet virtually once or twice a term for an informal discussion on topics of their choosing.

Laurier 101

Staff and faculty have been engaging with incoming first-year students regularly through [Laurier 101](#), a virtual support program designed to prepare students for a successful start to their university experience. The program has brought together partners from across the university, including Academic Advising, Residence Life, Career Services, Wellness Centres and Accessible Learning. It has been bolstered by faculty and staff members who have volunteered to participate in virtual mock lectures, panel discussions, question and answer sessions, and meet and greets. About 400 students from the Brantford and Waterloo campuses participated in a virtual welcome event in early July.

Parents, guardians and other student supporters have also become involved through a designated section on the Laurier 101 website, as well as regular newsletters and email updates.

Orientation Week

The Wilfrid Laurier University Students' Union held virtual Orientation-Week events from August 31 to September 4 and September 8 to 11, with Shine Day – a fundraiser for Cystic Fibrosis Canada – taking place on September 12.

In addition to Shine Day, events included presentations and workshops on anti-oppression, mental health and dating, intimacy, consent and sexual assault; Campus Fest for students to connect virtually with campus departments, clubs and groups; and the Laurier Way Games designed by students in the Game Design and Development program and the BGNLab to help incoming students learn to work together and navigate a digital academic environment.