# INFECTIOUS DISEASE POLICY & PROTOCOL

## EF ILC CANADA’s INFECTIOUS DISEASE POLICY:

EF International Language Campus is committed to provide a safe work and learning environment for staff, teachers, students, EF host families always. The safety and wellbeing of our EF community as well as our broader community remains paramount. EF Victoria’s Infectious Disease Policy is based on the [BCCDC's Guidelines](http://www.bccdc.ca/health-info/diseases-conditions/covid-19) for infectious disease management and control.

In the event of an infectious disease outbreak, either within the EF-affiliated community or on campus,– EF Victoria will follow local, provincial and federal health authorities’ guidelines and recommendations; their laws, regulations and requirements will take precedence over any EF policy or protocol in those areas.

The School Director and a designated staff member will function as the health liaison officer to Public Health.

Our policy is to treat any medical information as a confidential medical record. In furtherance of this policy, any disclosure of medical information is in limited circumstances with supervisors, managers, first aid and safety personnel, and government officials as required by law.

During an infectious disease outbreak, it is critical that employees do not report to work while they are ill and/or experiencing symptoms indicative of the infectious disease. Employees who report to work while ill will be sent home on sick leave in accordance with existing personal leave/sick leave policies and/or collective agreements.

EF does not and shall not tolerate any discrimination based on race, color, religion, gender, gender expression, age, national origin, disability, martial status or sexual orientation in its community.

For a detailed Infectious Disease Response Plan for Covid-19, please see EF Victoria’s Covid-19 Control Protocol below:

## COVID-19 CONTROL PROTOCOL & PROCEDURES:

### HEALTH CHECKS: SELF ASSESSMENT GUIDANCE

EF International Language Campus requires all staff and students to conduct a personal health check assessment prior to leaving their home and commuting on public transit to campus. EF staff including both teachers and administrative student services staff should review updates and stay informed about common COVID-19 symptoms and support students’ understanding of them on a weekly basis.

In order to do a self-assessment, the following tools can be used:

* Mobile APP: Canada Covid 19
* Self-assessment test (website) [British Columbia](https://bc.thrive.health/covid19/en)
* Call 8-1-1 or your local health professional

### COVID-19 SYMPTOMS:

The following symptoms are currently listed by the [Public Health Canada](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/symptoms.html):

* new or worsening cough
* shortness of breath or difficulty breathing
* temperature equal to or over 38°C
* feeling feverish
* chills
* fatigue or weakness
* muscle or body aches
* new loss of smell or taste
* headache
* gastrointestinal symptoms (abdominal pain, diarrhea, vomiting)
* feeling very unwell

### HEALTH CHECKS ON CAMPUS:

Students and staff members will be assessed prior to entering the campus. Health check stations have been set-up outside of campus, a dedicated staff member in PPE provided by EF ILC will conduct individual health checks which include, answering health questions, and ensuring masks are always worn on campus.

Any staff or student who is concerned about their personal health because of an infectious disease such as Covid-19 or Influenza, or who is aware that another student, host family member, or EF Teacher/Staff member has an infectious disease, should report their concern to the School Director or the dedicated health and welfare staff member on duty.

## PROTOCOL: COVID-19 SYMPTOMS OCCUR ON CAMPUS

### IF STUDENT DEVELOPS SYMPTOMS ON CAMPUS:

EF Staff must take the following steps:

* Immediately separate the symptomatic student from others in a supervised area.
* Contact the student’s host family and advise them of the student’s condition. Ensure the student is picked up in an approved transfer van or Uber installed with plexiglass
* Maintain a 2-metre distance from the ill student and wear a face-covering/mask
* Once the student is picked up, practice diligent hand hygiene.
* Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas recently used by them (e.g., classroom, bathroom, common areas).
* Staff are required to report the case to the School Director or a designated staff member immediately and help follow up with the student and host family. If the student is a minor, additional support is required to ensure the student follows the next steps to get tested and/or seen by a doctor and tested.

### IF STAFF DEVELOPS SYMPTOMS ON CAMPUS:

Staff should go home as soon as possible. If unable to leave immediately, the following should happen:

* Symptomatic staff should separate themselves into an area away from others.
* Maintain 2 metres distance.
* Use a mask to cover their nose and mouth while they wait to be picked up.
* Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas).

Staff or students with Covid-19 symptoms are required to perform a health-assessment (see 4. Health-check) and/or contact local health care provider for further guidance. If required or recommended by provincial PHA, student/staff must get tested.

## PENDING PROBABLE/CONFIRMED POSITIVE COVID-19 CASE:

Local Public Health guidance and advise will at all times take precedence over any EF ILC protocol or policy. As the situation is still fluid and new research results are being presented, following details are currently set to be minimum measures:

### PENDING TEST RESULTS:

Student/staff member (teaching and administrative staff) must go into self-isolation pending test results. EF will work closely with our affiliated accommodation provider (host family/residence) to ensure everybody’s safety and wellbeing.

### PROBABLE POSITIVE TEST RESULTS:

Students are to contact EF ILC’s School Director or dedicated staff member immediately by either calling the school (office hours) or the School’s Emergency Phone Number.

Confirmed positive cases will have to remain in self-isolation. Most cases do not need hospitalization.

The PHA will initiate contact tracing; the School Director or dedicated staff member will function as the liaison to local authorities. All PHA/local healthcare provider’s recommendations must be followed at all times; identified close contacts will be notified and are to go into self-isolation in accordance with the BCCDC’s [Self-Isolation](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation) guidelines.

EF will support students required to self-isolate as a result of a positive case on campus and continue to arrange and provide accommodation, meals and necessities. A dedicated staff member will check-in with any student in self-isolation daily (phone, WhatsApp, e-mail) to ensure student’s physical and mental well-being. Students in self-isolation will be provided with online English lessons according to their schedule via Zoom with EF Teachers.

The campus will initiate deep cleaning (sanitization and UV disinfecting) of all accessible areas of the campus which may result in a partial or complete campus closure for 24 to 72hrs following a confirmed positive case.

All staff and students will be informed accordingly (sample communication see Annex); lessons for the remaining hours that day will be suspended; all lessons the following day(s) will be delivered online.

### STUDENT SUPPORT; PHYSICAL & MENTAL HEALTH

Students who test positive shall remain in their assigned accommodation option assuming they are asymptomatic or only display mild symptoms and do not require hospitalization, unless it is deemed unsuitable by the Public Health Office.

Host families hosting students in self-isolation will be provided with an additional lunch supplement in addition to the regular weekly stipends to provide 3 meals a day. Or the student may order lunches via delivery providers if the host family is in support of this. EF staff will continue to support host families caring for students in self-isolation and have been made aware of the specific cleaning and disinfection protocols needed.

Students in an EF-affiliated residence in self-isolation due to a positive/probable Covid-19 test result will continue to have English lessons through eCampus as well as access to our virtual activities calendar and online resources. EF’s dedicated staff members will check-in with students in isolation daily via phone, WhatsApp or e-mail to check in on their physical and mental wellbeing and ensure they are made aware of all the resources available to them including the international student counseling network through Here2Talk website: <https://here2talk.ca/home>. In addition, EF’s team can be reached via their emergency phone number outside of the campus hours.

Students in isolation are expected to perform a daily self-health check and report their logs via the ArriveCan APP.