



## Welcoming and Hosting International Students

September 2020

### Information Package Prior To Arrival/Providing Legal Requirements

All international students are provided an information package which includes instructions on:

- **What is COVID19:** symptoms, info below on how to prevent the spread of infection
- **Personal items:** Do not share personal items; keep your personal items (including your backpack) with you and do not leave them in public places
- **COVID-19 screening:** Temperature to be taken 2x/day & answer the following questions every day:
  - Do you feel sick today?
  - Have you or anyone in your household experienced any cold or flu-like symptoms in the last 14 days?
  - Have you or anyone in your household been outside of Canada in the past 14 days?
  - Have you or anyone in your household been exposed to anyone diagnosed with the COVID19 virus?
  - Have you lived in, visited or worked in a community or facility deemed an area of concern for COVID19?
- **Quarantine:** If temperature is  $\geq 38^{\circ}\text{C}$
- **Mask:** To be worn outside the student's room (how to wear a mask & do not touch mask or face)
- **Coughing and sneezing etiquette**
- **Explanation of social distancing including cafeteria line and seating for students and food drop off for those in quarantine**
- **Fire alarm**
- **Handwashing:** How to do hand hygiene properly
  - Carry hand sanitizer with them
- Sign the Sick list on each dorm floor so RN will see them on rounds
- **Bathroom:** Shower stall, toilet and sink is assigned to a student.
  - Use sani cloth wipes or disinfectant spray on the shower on/off tap, sink faucet (unless it is a non-touch faucet), edge of sink, countertop that was touched, toilet handle and seat. Clean from cleanest to dirty.
- **Disinfectant spray:** Flush eyes for 10 min if sprayed in eyes. SDS Sheet is available.
- **Student rooms:** Clean touch points every day with disinfectant (desk, doorknobs). Thorough cleaning once/week. Where to access cleaning supplies. If 2 students are in a room sleep with head at opposite end, desks in opposite end of the room from one another. Keep personal items away from one another. Social distancing.

- **Download** the ArriveCan app 48 hours minimum before arriving in Canada. The app is available from the Government of Canada Public Health Agency: [www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a\\_arriveCAN](http://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a_arriveCAN)

Information is also available on our website and in our [2020 Residence Plan](#) and on the website at: [www.luthercollege.edu/high-school/student-life/dorms/pandemic-news-for-dorm-families](http://www.luthercollege.edu/high-school/student-life/dorms/pandemic-news-for-dorm-families); this includes the following: *“If you were outside of Canada prior to arriving in Regina, by law you must quarantine for 14 days.”*

This information is also provided to international students prior to their arrival in Canada via email from our Deans in charge of residence.

### Quarantine Plans in Advance of Arrival

The following procedures have been developed:

#### ***Quarantine at Luther College at the University of Regina (LCUR)***

- *Students will be asked to download the ArriveCan app 48 hours minimum before arriving in Canada. The app is available from the Government of Canada Public Health Agency: [www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a\\_arriveCAN](http://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a_arriveCAN)*
- *International students will quarantine at LCUR dorms for 14 days.*
- *If an international student arrived in Canada and spent <14 days in quarantine anywhere in Canada before arriving at school, they will need to spend time in self-isolation at LCUR dorms to equal 14 days of mandatory quarantine.*
- *Luther will encourage students, prior to their arrival, to report their daily symptoms directly through the ArriveCan App.*
- *In addition, all international students are to watch for COVID-19 symptoms and take their temperature 2x/day. They can be given an individual thermometer to use and record their temperature and symptoms on the temperature log (this will remain part of the student’s health record).*
- *If an international student becomes symptomatic, a member of the emergency response team will be contacted as the RN will need to do COVID-19 testing. Testing will be done 48 hours after becoming symptomatic because there could be a false negative if tested within the first 48 hours.*

The full version of the COVID-19 Fall 2020 Procedures is attached at the end of this document as an Appendix.

## Transportation Plan/Necessities For 14-Day Mandatory Quarantine

The following procedures have been developed:

### ***Transporting non-symptomatic international students from the airport to LCUR dorms by a transportation company or a staff member's car:***

- *Staff to perform hand hygiene and wear a surgical mask, eye protection (shield or goggles) and gloves.*
- *Take the temperature of the arriving student and ask if they are feeling healthy.*
- *The student is to use hand sanitizer to perform hand hygiene and wear a surgical mask to transport to LCUR dorms where they will quarantine for 14 days.*
- *The staff member's car used for transportation will be sanitized after transporting by a disinfectant fogger.*

### ***Transporting symptomatic international students from the airport to LCUR dorms by a transportation company or a staff member's car:***

- *Perform hand hygiene and put on full PPE to transport a symptomatic student in a staff car.*
- *The student is to use hand sanitizer to perform hand hygiene and wear a surgical mask.*
- *Advise the student not to touch the door, handrails or any items when going to and from their isolation room.*
- *Try and stay 2 meters apart from the student so during transport have them sit in the passenger rear seat.*
- *With gloves on wipe down the passenger rear seat and door with disinfectant wipes after transporting a student. Lysol aerosol spray or the disinfectant fogger can also be used to spray cloth seats that cannot be wiped down.*
- *Carry a kit in the car with hand sanitizer, sani wipes or Lysol aerosol spray, gloves, masks, eye protection, gowns and garbage bags.*
- *Doff PPE once student is in their dorm room.*

Residence staff have been trained on the use of PPE and will provide food, medications, hygiene items and other necessities to the students in quarantine and/or self-isolation. Students are supervised 24/7 during quarantine by a residence staff member.

## Health Insurance

All international students have access to health insurance that will cover outpatient, inpatient treatments and consultations, medical tests, and hospital stays through the Saskatchewan Health Plan. The student is responsible for any upfront medical costs which will be reimbursed through Medical Services Branch once a Saskatchewan Health Card is obtained or renewed.

## Physical and Mental Health Support

Our supports include a nurse on campus, two in-school counsellors and access 24/7 to Homewood Health counsellors in their own language, if requested. Our nurse is trained in COVID-19 assessment. Students can be tested on site. Students will be put in an isolation room from onset of symptoms until results are obtained. Luther College has access to a school physician to attend to other medical needs.

A full list of mental health supports for international students is on our website at: [www.luthercollege.edu/high-school/student-life/policies-and-dress-code/reopening-plan-fall-2020/covid-19-student-procedures](http://www.luthercollege.edu/high-school/student-life/policies-and-dress-code/reopening-plan-fall-2020/covid-19-student-procedures)

## Monitoring Well-Being and Reporting Violations

Students are supervised 24/7 during quarantine by a residence staff member. The staff member on duty will report any violations to the dorm staff/emergency response team. Police can and will contact dorm staff for random spot checks to ensure compliance. University of Regina campus security can also be utilized to locate students if necessary.

## Plans for Symptomatic Students/Ongoing Monitoring and Protocols for Infection Prevention

The following procedures have been developed:

### ***Self-isolation at LCHS:***

- *Students at LCHS who develop symptoms will self-isolate at LCHS. Only those who test positive for COVID-19 will transfer to LCUR until cleared by Public Health.*
- *If a student has a history of asthma or allergies and are unsure if symptoms could be COVID, a baseline test should be done to eliminate the need for a repeat test.*
- *If 2 students are symptomatic, we should isolate them in different rooms as 1 student could have COVID and the other influenza. Symptomatic students should not isolate in the same room as their roommate.*
- *Symptomatic students will be assigned a bathroom separate from other dorm students.*
- *Give the student a surgical mask to use when going to and from the washroom or muster point during a fire alarm.*
- *Testing will be done 48 hours by the RN after becoming symptomatic because there could be a false negative if tested within the first 48 hours.*

***Self-isolation at LCUR (positive COVID-19 cases):***

- *Students will then be moved to LCUR dorms for 14 days of self-isolation and until Public Health advises the student can return to school.*
  - *Isolation unit will be on a different level than LCUR healthy students.*
  - *Girls will be isolated on opposite side from boys.*
  - *LCUR students who are positive for COVID19 will be isolated on this level with the LCHS isolating students*
- *Give the student a surgical mask to use when going to and from the washroom or muster point during a fire alarm.*
- *Public Health will do contact tracing from 48 hours before test results. Public Health will decide if contacts need to self-monitor or if close contacts (roommate) must self-isolate for 14 days.*  
*Notify the positive student's parents re: diagnosis.*

*Public Health will be involved regarding our procedure, decision to return to virtual learning, isolating close contacts, contact tracing as well as monitor the positive student's symptoms.*

***Self-isolation for students who test negative but have had a close contact with a positive case:***

- *Public Health will advise they need to remain in quarantine for 14 days and until clearance by Public Health to return to school. These students will be transferred to LCUR for their 14-day isolation period.*

Isolation procedures for daily activities are in place including use of laundry facilities, bathrooms, maintenance, food drop off, garbage pickup, curfews, medical emergencies and administration of medications required. Details are provided in the COVID 19 Fall 2020 Procedures (Appendix).

***Return to school:***

- *For positive cases: Must have a negative COVID test and be considered recovered by Public Health.*
- *For symptomatic students that are negative cases but have been in contact with a positive case: Public Health will advise to continue to quarantine for the remainder of the 14-day isolation period and until 48 hours after symptoms have significantly improved (including no longer having a fever).*

Isolation procedures for dorm students are also available on our website:

<https://www.luthercollege.edu/high-school/student-life/dorms/pandemic-news-for-dorm-families/dorm-isolation-procedures-covid-19>

## Contingency Plans in Event of an Outbreak

In the case of an outbreak (two or more cases of COVID-19), non-symptomatic international students will be housed on campus in the dorms and remote learning will be enacted. Symptomatic students will be isolated in the isolation room.

The contingency plan in event of restricted travel during a school break (i.e.: Christmas) will require the dorms to remain open with 24-hour supervision, entertainment, transportation and access to meals.

## Communication in the Event of an Outbreak

Luther's public communication plan is to notify all parents, students and employees if the school has positive COVID cases and there is a need to return to virtual learning. The plan entails: email notification(s) to employees, email notification(s) to parents, and emails to students. Emergency text messages and automatic phone alerts will be sent to parents if required. An emergency alert banner will be added to the website advising of school closures/change of delivery.

## APPENDIX

### COVID-19 Fall/2020 Procedures

#### **COVID-19 symptoms: unexplained new or worsening symptoms of:**

fever	cough	headache	muscle and /or joint aches and pains
sore throat	chills	runny nose	nasal congestion
conjunctivitis	dizziness	fatigue	loss of appetite
nausea	vomiting	diarrhea	loss of sense of taste or smell
shortness of breath	difficulty breathing		

#### **COVID-19 Emergency Response Team**

Members: RN, Vice Principal of Student Life, Dean of Men and Dean of Women

#### **Transporting Students**

##### **Transporting NON-SYMPTOMATIC international students from the airport to LCUR dorms by a transportation company or a staff member's car:**

- Staff to perform hand hygiene and wear a surgical mask, eye protection (shield or goggles) and gloves.
- Take the temperature of the arriving student and ask if they are feeling healthy.
- The student is to use hand sanitizer to perform hand hygiene and wear a surgical mask to transport to LCUR dorms where they will quarantine for 14 days.
- When transporting in a staff car:
  - Try and stay 2 meters apart from the arriving student so during transport have them sit in the passenger rear seat.
  - With gloves on, wipe down the passenger rear seat and door with disinfectant wipes after transporting a student. Jeff has a disinfecting fogging machine that could be used to mist/spray down car interior with leather or cloth seats. Lysol aerosol spray can also be used to spray cloth seats that cannot be wiped down.
  - Carry a kit in your car with hand sanitizer, sani-wipes or Lysol aerosol spray, gloves, masks, eye protection, gowns and garbage bags.
  - At LCUR, advise the student not to touch the door, handrails or any items on route to their isolation room.
  - Doff PPE once student is in their dorm room.

##### **Transporting SYMPTOMATIC students to the testing site:**

- First Choice: Call a transportation company:
  - Co-op cabs will not transport symptomatic students. Regina cabs may transport symptomatic students depending on the cab driver.
  - The student is to use hand sanitizer to perform hand hygiene and wear a surgical mask to transport.
  - Advise the student not to touch the door, handrails or any items when going to and from their isolation room.

- If you must meet the student at their destination (LCUR dorm or testing site) use a mask, eye protection and gloves and stay 2 meters apart.
- Doff PPE once student is in their dorm room.
- Second Choice: Transporting in a staff car:
  - Perform hand hygiene and put on full PPE to transport a symptomatic student in a staff car.
  - The student is to use hand sanitizer to perform hand hygiene and wear a surgical mask.
  - Advise the student not to touch the door, handrails or any items when going to and from their isolation room.
  - Try and stay 2 meters apart from the student so during transport have them sit in the passenger rear seat.
  - With gloves on wipe down the passenger rear seat and door with disinfectant wipes after transporting a student. Lysol aerosol spray can also be used to spray cloth seats that cannot be wiped down. A disinfectant fogger can also be used to disinfect the vehicle.
  - Doff PPE once student is in their dorm room. The student is to keep the surgical mask to use when going to and from the washroom or muster point during a fire alarm.
  - Carry a kit in your car with hand sanitizer, sani wipes or Lysol aerosol spray, gloves, masks, eye protection, gowns and garbage bags.

### **Self-Isolation and Self-Monitoring**

If working with a symptomatic student (no test results back yet) staff will stay 2 meters away from them and wear a mask, goggles and gloves. If working with a symptomatic student or confirmed case of COVID-19, full PPE to be worn when within 2 meters of the student.

#### **Quarantine at LCUR (international travellers)**

- International students will quarantine at LCUR dorms for 14 days.
- If an international student arrived in Canada and spent <14 days in quarantine anywhere in Canada before arriving at school, they will need to spend time in quarantine at LCUR dorms to equal 14 days of mandatory quarantine.
- All international students are to watch for COVID-19 symptoms and take their temperature 2x/day.
- Notify a LCUR residence staff member if a student is symptomatic. The RN will do testing 48 hours after becoming symptomatic because there could be a false negative if tested within the 1<sup>st</sup> 48 hours.

#### **Self-isolation at LCUR (positive COVID-19 cases)**

- Students will then be moved to LCUR isolation dorm rooms for 14 days of self-isolation until Public Health advises the student can return to school.
- Give the student a surgical mask to use when going to and from the washroom or muster point during a fire alarm.
- Public Health will do contact tracing from 48 hours before test results. Public Health will decide if contacts need to self-monitor or if close contacts (roommate) must self-isolate for 14 days.

## Quarantine for students who test negative but had a close contact with a positive case

- Public Health will advise they need to remain in quarantine for 14 days and until clearance by Public Health to return to school. These students will be transferred to LCUR for their 14-day quarantine period.

### Self-Isolation Procedures For Daily Activities

- **Laundry:**
  - For positive cases: Do not use laundry facility until after the 14-day isolation period.
  - For negative cases that Public Health advises to quarantine because of being in contact with a positive case: do not use laundry facility until Public Health advises the student can return to school.
  - Both of above scenarios are not allowed to go to the laundry room even with a mask.
- **Bathroom and Showers at LCHS and LCUR dorm:**
  - **LCUR:** Designate a bathroom and shower for girls and boys in isolation. LCUR to put signage on the door as to what students can access that bathroom, sink and shower room.
  - Self-isolating students are to perform hand hygiene and wear a surgical/procedure mask to and from bathroom.
  - **Students cleaning the washroom:**
    - After using the washroom use sani-cloth wipe, Lysol wipes or disinfectant spray on shower on/off handle, sink faucet (unless it is a non-touch faucet), edge of sink, countertop that was touched, toilet handle and seat. Clean from cleanest to dirty.
    - If disinfectant spray is used:
      - DIN or NPN number needs to be approved on Health Canada website.
      - Will need product monograph information. SDS sheet on first aid requirements and contact time to kill COVID-19 (15min)
      - Student will need to know where eye wash station is in the event an eye was accidentally sprayed.
  - **Staff cleaning the washroom:**
    - **LCUR:** will hire a cleaning staff for the isolation wing.
      - When cleaning the washrooms used by those in isolation either symptomatic (no test result yet) or non-symptomatic are to wear gloves, goggles and mask.
      - When cleaning the washrooms used by students with a positive test result wear full PPE
- **Maintenance:**
  - For maintenance required in an isolation room full PPE needs to be worn.
  - Isolating student needs to perform hand hygiene and use a mask to leave the room while maintenance is being done. A residence assistant in full PPE will escort them to a private waiting area until they can return to their room. Use sani wipes, Lysol wipes or disinfectant spray to wipe down furniture after use.

- **Food drop off:**
  - Use disposable cutlery, plates and cups.
  - Residence Assistants are to wear a mask, goggles and gloves to deliver food.
  - Place the food tray on the floor outside the door.
  - Knock on the door advising their food is delivered.
  - Do not need to wear a gown when staying 2 meters from the isolated student.
  
- **Removing garbage from an isolation room:**
  - Remove garbage 1/day or more often if needed.
  - Tell the isolated student to tie the garbage closed and leave it by the door just inside the room.
  - Perform hand hygiene and put on mask, goggles and gloves to pick up the garbage away from your body.
  - Put the garbage in another garbage bag already opened on a trolley outside the room.
  - Remove the gloves and discard, then perform hand hygiene.
  - Put on clean gloves to tie the garbage bag on the trolley and take to the garbage bin. Make sure the bag does not touch your clothing.
  - Remove PPE, discard, then perform hand hygiene.
  
- **Medical emergencies:**
  - Staff must always wear PPE (gown, gloves, mask and eye protection) if working with a student, within 2 meters of an isolated student.
  - If a student is having difficulty breathing, they will need to be transported to the hospital. Call the hospital before transporting them so they are aware the student is displaying COVID-19 symptoms.
  - For transportation to a hospital, they can go by staff car, ambulance or cab. Full PPE is needed if a staff member travels with the sick student to the hospital otherwise Residence Assistant/Dean or RN is to meet the student in emergency. (Bring PPE with you in case you are within 2 meters of the student.)
  - See above for transportation information.
  
- **Fire Alarm:**
  - Students in isolation are to wear a surgical/procedure mask and stay 2 meters apart from others when meeting at the muster point.
  - Stairwell handrails will need to be disinfected after.
  - LCHS Residence Assistants will go to muster point with students. Keep everyone 2 meters apart. LCUR Residence Assistants will handle the fire alarm procedures and inform everyone when they can come back in the dorms.
  
- **PPE:** is available for any students and staff who require it. Training will be done by the RN prior to PPE use.

## Mental Health Resources

- If COVID-19 stigma and anti-racism is an issue within our school community, we have two on-staff counsellors to personally work with students who are impacted. Luther College High School addresses these topics in our daily chapel period where these issues are discussed as a school population (virtually). We are currently working through a social justice theme including consideration of racism.
- Dorm students have access to the Homewood Health website or app. Counselling is available in the student's language.
- Living through the COVID-19 pandemic can cause anxiety and worry. Mental Health resources that have been provided to our students include:
  - [HealthLine 811](#) - Mental health and addictions service continues to be available, providing 24/7 crisis support, advice to help manage a caller's situation, information and connection to community resources.
  - [www.onlinetherapyuser.ca](http://www.onlinetherapyuser.ca) - Free online therapy for adults in Saskatchewan experiencing mental health difficulties or stress, with a focus on depression and anxiety. Accessible any day, any time, from any computer.
  - [Wellness Together Canada](#) - Connects people to peer support workers, social workers, psychologists and other professionals for confidential chat sessions or phone calls, and also offers credible information and help to address mental health and substance use issues.
  - [Mobile Crisis](#) - Centres are located across Saskatchewan and operate 24/7. 306-757-0127
  - [Kids Help Phone](#) - Offers professional counselling, information and referrals to those aged 5 to 29. You can phone, text or chat online. It's confidential, free and available 24/7. 1-800-668-6868 or text CONNECT or 686868.
    - Download the [Always There app](#) for additional support or access the [Kids Help Phone website](#).
  - Hope for Wellness Help Line: Call 1-855-242-3310 (toll-free) or connect to the [online Hope for Wellness chat](#). Available to all Indigenous peoples across Canada who need immediate crisis intervention. Experienced and culturally sensitive help line counsellors can help if you want to talk or are distressed. Telephone and online counselling are available in English and French. On request, telephone counselling is also available in Cree, Ojibway and Inuktitut.
  - SaskTel Be Kind Online website: Information on bullying, cyberbullying and reporting
  - Canadian Mental Health Association: For support 306-535-4292
    - Walk-in mental health counselling services are available at: Catholic Family Services 306-525-0521 or [cfsregina@cfsregina.ca](mailto:cfsregina@cfsregina.ca) 160 McIntosh St. Regina, SK
    - Family Service Regina 306-757-6675 or [info@family service regina.com](mailto:info@family service regina.com) 1440 Broadway Ave #200, Regina, SK

## COVID-19 information provided to students upon arrival

- **What is COVID-19:** symptoms, info below on how to prevent the spread of infection
- **Personal items:** Do not share personal items; keep your personal items (including your backpack) with you and do not leave them in public places
- **COVID-19 screening:** Temperature to be taken 2x/day & answer the following questions every day:
  - Do you feel sick today?
  - Have you or anyone in your household experienced any cold or flu-like symptoms in the last 14 days?
  - Have you or anyone in your household been outside of Canada in the past 14 days?
  - Have you or anyone in your household been exposed to anyone diagnosed with the COVID-19 virus?
  - Have you lived in, visited or worked in a community or facility deemed an area of concern for COVID-19?
- **Quarantine:** If temperature is  $\geq 38^{\circ}\text{C}$
- **Mask:** To be worn outside the student's room (how to wear a mask & do not touch mask or face)
- **Coughing and sneezing etiquette**
- **Social distancing includes:** Cafeteria line and seating to eat meals, food drop off
- **Fire alarm**
- **Handwashing:** How to do hand hygiene properly
  - Carry hand sanitizer with them
  - Sign the sick list on each dorm floor so RN will see them on rounds
- **Bathroom:** Shower stall, toilet and sink that is assigned to a student.
  - Use sani cloth wipes or disinfectant spray on the shower on/off tap, sink faucet (unless it is a non-touch faucet), edge of sink, countertop that was touched, toilet handle and seat. Clean from cleanest to dirty.
- **Disinfectant spray:** Do not get it in your eyes. Flush eyes for 10 min if this happens.
- **Student rooms:** Clean touch points every day with disinfectant (desk, doorknobs). Thorough cleaning once/week.