



Continuity of Education Plan (CEP)

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OVERVIEW OF THE CEP

As we return to studies in the wake of the COVID-19 pandemic, we do so with the hope that studies can be conducted in a smooth and efficient manner. However, it is imperative that we plan for further disruption, given the dynamic nature of the recent rise in variant case, and the push to achieve community protection through vaccination.

To this end, Northern College presents this Continuity of Education Plan (CEP).

The plan will provide ready access to information regarding Health and Safety protocols in the event of further emergencies, information regarding the continuation of studies if face-to-face study is disrupted, and links to useful resources in the event of an emergency.

NORTHERN COLLEGE CEP

In the event of a campus emergency closure, such as a COVID-19 outbreak, Northern College will take all appropriate steps to safeguard the well-being of the campus communities, while enacting plans for the continuity of College activities, principally learning and services.

The College CEP examines potential disruptions to studies and services through the framework of a combination of staged restrictions in which the College successfully operated during previous measures, and the newly released Health Measures Framework (HMF) for Fall of 2021.

The Northern College Pandemic CEP is based on the following three steps provided by the Provincial Government:

	Step 1	Step 2	Step 3	Fall 2021 HMF
On-campus activity	<p>Select campus locations are open in alignment with public health and MLTSD guidelines for the following purposes:</p> <p>Perform on-site work required to prepare for the delivery of programming and services using proper physical distancing and other required public safety measures (i.e.: construction and maintenance, re-design of work spaces, cleaning, shipping and receiving, etc.);</p> <p>Hands-on instruction, simulation, and lab activity in programming areas permitted under the Provincial exemption (Trades/Health only), within restricted</p>	<p>Re-open most campus locations with controls to minimize on-campus population and activity while prioritizing academic delivery.</p> <p>On-campus activity is now expanded to include the same type of activity as in step 1, with the following additions:</p> <ul style="list-style-type: none"> • Health and safety training. This includes training that supports the successful operations of open and operating businesses. • Residence intakes resume. Residences will need to take their operational approach based on Public Health guidelines and recommendations since each residence is configured differently. 	<p>Re-instate open access to all campus locations.</p> <p>On-campus activity is now expanded to include the same type of activity as in step 1 and 2, with the following additions:</p> <ul style="list-style-type: none"> • Wide-spread in-person delivery of components of both theoretical and practical courses, (leveraging online components as pedagogically relevant in a hybrid delivery model where applicable); • Loosening of physical distancing restrictions allowing hands-on instruction, simulation, and lab activity in compliance with public health guidelines; • Student supports, services and recruitment activities resume face to face formats, 	<p>Re-instate open access to all campus locations.</p> <p>On-campus activity is now expanded to include the same type of activity as in step 3, with the following additions:</p> <ul style="list-style-type: none"> • Removal of physical distancing restrictions in instructional spaces allowing in person theoretical instruction across all program areas, as required, in compliance with public health guidelines.

	Step 1	Step 2	Step 3	Fall 2021 HMF
	capacity limits, and in compliance with masking/eye-protection/distancing guidelines.	<p>Quarantine procedures would need to be implemented as per Public Health;</p> <ul style="list-style-type: none"> • Access to open learning centres resumes with appropriate physical distancing and compliance with all relevant public health guidelines; • Limited student services in critical areas that cannot easily be delivered remotely; e.g. Counselling and Accessibility Services • Employment Ontario offices should be opened to provide support for individuals who require additional assistance; majority of EO services should continue to be offered remotely; 	<p>where deemed appropriate and necessary;</p> <ul style="list-style-type: none"> • Support and Administrative staff return to working on campus. • Implementation of Mandatory Vaccination Policy and Rapid Antigen Screening as required. 	
Access to campus	<p>Limited to essential staff only for the purposes outlined above through controlled access points.</p> <p>Enhanced screening protocols are in place including a series of questions similar to those asked at hospitals to determine whether a person may have symptoms of COVID-19 or may have been exposed to COVID-19. If anyone accessing campus</p>	<p>Limited to essential staff only for the purposes outlined above through controlled access points.</p> <p>Enhanced screening protocols are in place including a series of questions similar to those asked at hospitals to determine whether a person may have symptoms of COVID-19 or may have been exposed to COVID-19. If anyone accessing campus answers any question in the</p>	<p>Indoor capacity limited to 50% or 1,000 people per campus, whichever is less. 2 metre physical distancing must be maintained, except in situations where teaching cannot be effectively provided if physical distancing is maintained. All staff are to return to campus to resume regular duties from their on campus work spaces. Enhanced screening protocols will remain in place until</p>	<p>Indoor capacity limits for instructional spaces are removed to allow for in-person instruction. All staff are to return to campus to resume regular duties from their on campus work spaces. Enhanced screening protocols will remain in place until told otherwise by public health authorities.</p>

	Step 1	Step 2	Step 3	Fall 2021 HMF
	<p>answers any question in the affirmative, they are not permitted on campus and appropriate measures must be taken.</p> <p>Any curriculum components that can be delivered in an on-line format, and any work that can continue to be undertaken from home will continue to be delivered in remote format. This includes the ongoing remote delivery of student supports, services, and virtual recruitment.</p>	<p>affirmative, they are not permitted on campus and appropriate measures must be taken.</p> <p>Any curriculum components that can be delivered in an on-line format, and any work that can continue to be undertaken from home will continue to be delivered in remote format. This includes the ongoing remote delivery of student supports, services, and virtual recruitment.</p>	<p>told otherwise by public health authorities.</p> <p>Any curriculum components determined to be appropriate on-line will continue to be delivered in that fashion. All other programs and offerings will return to face to face delivery. All appropriate PPE will be enforced.</p>	<p>Any curriculum components determined to be appropriate on-line may continue to be delivered in that fashion. All other programs and offerings will return to face-to-face delivery. All appropriate PPE will be enforced.</p> <p>Mandatory COVID-19 Vaccination Policy requires anyone accessing campus without valid exemptions to provide proof of vaccination.</p>
Cleaning protocols	<p>Increased cleaning and disinfection protocols implemented across all campuses, as per direction provided by local public health authorities.</p> <p>High touch surfaces such as elevator buttons, door handles, stairwell railings, and training and laboratory equipment, etc. cleaned and sanitized on an increased schedule.</p> <p>Existing guidelines from provincial and federal governments should be adhered to and additional measures could be considered.</p>	<p>Cleaning and disinfection protocols implemented in phase 1 continue.</p>	<p>Cleaning and disinfection protocols implemented in phase 1 continue.</p>	<p>Cleaning and disinfection protocols implemented in phase 1 continue.</p>

	Step 1	Step 2	Step 3	Fall 2021 HMF
Food Services	Indoor service closed	Indoor service closed	Indoor services open with capacity limited to permit physical distancing of two meters. No limits on the number of people per table. Buffet service permitted.	Indoor services open with capacity limited to permit physical distancing of two meters. No limits on the number of people per table. Buffet service permitted.
Bookstores	Bookstores should work with their providers or develop in house procedures to implement web ordering with shipment of product or remote pick-up. For in person transactions, procedures will need to be in place for social distancing and physical barriers (ie. plexiglass) are to be used. Where orders can be done on line, it should be encouraged. Hours should be limited to necessity.	Bookstores should work with their providers or develop in house procedures to implement web ordering with shipment of product or remote pick-up. For in person transactions, procedures will need to be in place for social distancing and physical barriers (ie. plexiglass) are to be used. Where orders can be done on line, it should be encouraged. Hours should be limited to necessity.	Bookstores open for in person transactions, procedures will need to be in place for social distancing and physical barriers (ie. plexiglass) are to be used.	Bookstores open for in person transactions, procedures will need to be in place for social distancing and physical barriers (ie. plexiglass) are to be used.
Libraries	Only access to computers, photocopier and similar services permitted	Open at 25% capacity	Open with capacity limits to permit physical distancing of two meters.	Open with no capacity limits; physical distancing not required.
Meetings and event spaces	Face to face not permitted	Face to face not permitted	Face to face permitted at 50% capacity	Face to face permitted at 50% capacity
Sports and Recreational fitness facilities	Indoor closed	Indoor closed for general use. Fitness Centres and Gymnasiums opened for academic delivery only	Indoor open at 50% capacity for general use with increased cleaning protocols in place and physical distancing maintained. Opening will be approached in phases, with access limited to students/employees in first 2 weeks, expanding to general public in week 3.	Indoor open at 50% capacity for general use with increased cleaning protocols in place and physical distancing maintained. Opening will be approached in phases, with access limited to students/employees in first 2 weeks,

	Step 1	Step 2	Step 3	Fall 2021 HMF
				expanding to general public in week 3.
Personal fitness and training	Indoor closed	Indoor closed	Indoor fitness classes and personal training permitted with a maximum capacity of 50% with appropriate PPE in place	Indoor fitness classes and personal training permitted with a maximum capacity of 50% with appropriate PPE in place
Other	As required	As required	As required	As required

IN THE EVENT OF A PROVINCIAL LOCKDOWN:

- Students, Staff, Faculty, and Visitors are encouraged to check the College website (www.northernnc.on.ca) for the latest information regarding any disruption to normal activities.
- Subject to further guidance from the Provincial Government and Local Public Health Units, the College will respond to restrictions with full compliance regarding Campus closures, PPE, and capacity limits up to and including the complete elimination of face-to-face delivery of instruction.
- In the event of a complete restriction on face-to-face instruction, the College, under advisement of the Vice President Academic and Student Success and Academic Deans, will enact program specific contingency plans that may result in a shift to online instruction, course and program level reorganizations, and possible changes in the duration and completion dates for current semesters and start dates and durations of future semesters.
- The College will publish on its website and in social media, information regarding plans for Program Delivery Methods for each program at the outset of the semester, and will update those plans based on future restrictions or changes to our permissions to operate provided by Provincial and Local Health agencies.

IN THE EVENT OF A LOCALIZED OUTBREAK AT A CAMPUS OR LEARNING CENTRE:

- The campus or learning centre will be closed based on the direction of the local Health Unit
- Individuals will be asked to remain at home and follow direction from the local Health Unit.
- Contact tracing will be conducted by the local Health Unit.
- The outbreak will be declared over by the Health Unit after 14 days have passed with no evidence of ongoing transmission that can reasonably be related to the exposure at the campus or learning centre.
- Once the outbreak has been declared over and proper cleaning protocols completed will the campus or learning centre reopen for staff and students.

PROGRAM DELIVERY METHODS

- The up-to-date Program Delivery methods for the current and upcoming semesters are posted [here](#).

COMMUNICATIONS

The Marketing, Communications, and External Relations Department is responsible for all ongoing communications regarding College operations.

During the COVID-19 Pandemic, the Marketing, Communications, and External Relations department, via the College website and associated social media platforms, provides timely and relevant information with respect to the following:

- Northern College Pandemic Strategy
- Public Health directives impacting the College community
- College operations
- Delivery impacts
- Student Services and supports
- College efforts to combat the spread of COVID-19 (e.g. vaccination clinics)

LINKS TO USEFUL RESOURCES IN THE EVENT OF AN EMERGENCY:

- Public Services Health & Safety Association: [Click Link Here](#)
- Ministry of Health [Click Link Here](#)
- Public Health Ontario [Click Link Here](#)
- Occupational Health and Safety Act (OHSA) [Click Link Here](#)
- Public Health Agency of Canada [Click Link Here](#)
- World Health Organization [Click Link Here](#)
- Workplace Safety North [Click Link Here](#)

WHO TO CONTACT

For further information about this plan, please contact communications@northern.on.ca.