



## **COVID-19 SAFETY PLAN**

### **Vancouver**

#689 East 46 Ave, Fraser St, Vancouver, BC V5W 2A2

### **Surrey**

12732 80 Ave # 201, Surrey, BC V3W 3A7

### **Abbotsford**

2646 Auburn St, Abbotsford, BC V2T 3K1

**Contact Number:** (604) 596-0801

**Email:** [info@oscarinternational.ca](mailto:info@oscarinternational.ca)

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## 1. Background

Oscar International College has placed the COVID safety plan for staff members, students, and visitors. In March 2020, the globe has shifted into a worldwide pandemic. To ensure the protection, Oscar International College (OIC) initiated a get-up-and-go that delivers an opportunity to domestic and international students from outside Canada to carry on with their academic coursework in a digital structure to avoid the spread of COVID because student well-being is crucial for us.

Oscar International College provides professional education in the leading skills which the students need to adapt to their workplace and build a better career with the best paying jobs. Our quality education, creativity, and innovation have led us to forge a new path that meets our students' upcoming needs, community, and country.

During the first phase of COVID-19, we were facing many challenges as we worked hard to transition from in-person classes to online format smoothly for our entire Oscar family. We shift our courses to instructor-led digital format within 2-3 business days. Thanks to all the staff members, instructors, and the students for this transition and precautions to avoid COVID-19 spread; added Parvinder Kalra - President at Oscar International College.

Our College has worked very hard to maintain social distancing and taken all the necessary precautions to avoid the COVID-19 spread. All the necessary safeguards have been put in operations, and each family member of Oscar International College must follow these precautions.

These precautions include:

- Online learning opportunity for domestic students and international students with a valid study permit to avoid COVID spread.
- Putting all the cleaning tools like soaps, sanitizers on all our campuses to increase protection and safety.
- Guide our front desk staff to monitor who is visiting the campus. Masks are available on all our campuses to protect the entire Oscar family and visitors as well.
- Creating an "OIC COVID-19 Safety-Plan."
- Providing accurate and transparent COVID-19 info to all the students and the staff members.

*Please call 8-1-1 to connect with a health service navigator in case you have symptoms. 8-1-1 is a free health information and advice phone line available in the province of British Columbia.*

## **2. Assessment of campus and learning (in accordance with WorkSafe BC)**

Oscar International College programs are being delivered 100% online since the pandemic started in March 2020. Suppose Ministry in British Columbia allowed institutions to teach courses offline or in a blended model, then the entire Oscar family ready to make that shift as well. Vancouver, Surrey, and Abbotsford campuses are closed for in-person classes until the province allows institutions to open it for in-person classes. Currently, our campuses are used by our internal team members only.

At present, we are using our Surrey campus for administrative tasks such as providing clear directions to student and faculty members, maintain the protocol as per the PTIB and EQA guidelines, management of learning tools, student co-op, and advise students on how to stay mentally strong and achieve success in the course. All the students and visitors, in general, are contacted via telephone phone or electronic means such as Zoom meetings or telephonic calls.

On-campus visits are only allowed when it is required with proper social distancing and precautions in place. All the visitors will need to wear masks and self-monitor themselves if there is any sign of symptoms.

The masks are available on all of our campuses for the visitors and the Oscar family. We identified a few areas as higher traffic at our institution – reception, student lounge, printing machine, and lunchroom. Doors handle in the classroom, and the main entrance is at high risk as well, and we always put this message to avoid direct touching and maintain social distancing.

## **3. Educational delivery (in accordance with AEST Go Forward Guidelines for Post Secondary)**

Oscar International College programs are delivered 100% online on Zoom or Microsoft Teams by our highly experienced instructors. This initiative and technology are integrated to reduce COVID-19 exposure during the pandemic. The situation may get change as per the notification from the Ministry in the province of British Columbia.

Currently, enrolled students must attend online classes to receive attendance. If an instructor or a student is going to join Oscar International College in the future, they will get an orientation for technology, program information, attendance, and exams.

All the Oscar International College faculty members will work from home until there is approval or notification from AEST and the provincial health officer to return to in-person classes.

## **4. Protocols for students, staff and visitors to campus (in accordance with WorkSafe BC)**

- In all of our campuses, the total number of people allowed at the same time has been reduced to fifteen people only, which includes Oscar staff and visitors.
- All of our classes for all the programs shifted to an online format to avoid COVID-19 exposure.

- Only 2 visitors are allowed to come and visit for an in-person meeting at our campus with proper social distancing and temperature check.
- Visitors must need to get confirmation from our staff before visiting our campus.
- Oscar International College makes it mandatory to wear masks. If a visitor does not wear the mask, then Oscar International College's internal staff will provide the one in order to follow the health BC guidelines and protect each other.
- Visitors have an option to have an option via telephone or zoom as well.
- Visitors must need to sanitize their hands, send documents via email to reduce the paper exposure, and maintain social distancing.
- We clean our campus and sanitize it regularly.
- All our internal staff must maintain social distancing as well.
- All the internal staff members must clean their desk, chair, and table after coming and before leaving the campus.
- The management must supervise.
- Oscar International College staff members will train and update staff on all COVID-19 protocols.
- At Oscar International College, we do not allow shared food equipment or any crockery available at Campus. Staff is highly recommended to use eco-friendly disposable to eat anything and throw it away.
- The kitchen room is accessible for all the internal staff members but only 1 person at a time.

## **5. Policies for outbreak (in accordance with WorkSafe BC and PHAC Guidance for Post Secondary Institutions during COVID-19)**

- Anyone displaying COVID-19 symptoms or who came from outside Canada in the past 14 days is not allowed to enter inside the campus building.
- Internal staff members and students showing symptoms will ask to leave the campus and work from home. Currently, all the students are studying from home. In order to get the health to advise, they can call on 8-1-1. **8-1-1** is a free service operated by HealthLink BC that provides provincial health information in British Columbia.
- Internal staff members who are using the campus premises, if they have symptoms, then they can inform the Oscar International College management and isolate themselves at home.
- Any outbreak at the campus will be reported to Fraser Health, and the standard prevention will put in place as per the Health BC guidelines.

- If anyone having extreme symptoms, then the international staff will dial 9-1-1.
- The campus will be closed for all the internal staff members and visitors in the COVID-19 outbreak. The complete cleaning and sanitization will be taken place daily for five days.
- Oscar International College will open the campus after 14 days in case the outbreak happens.
- Anyone having symptoms must work from home and isolate themselves for 14-days and report to Fraser Health as well.
- After 14 days, once the staff will be back on campus, they ensure that they can understand the changes in the protocol and communicate with the existing students via email or telephone.

## **6. Communication and training (in accordance with WorkSafe BC)**

- The management team sends all the policies to all the internal staff members and faculty members.
- Precautions guidelines are already given to the people working inside the campus.

## **7. Monitoring and changing to adapt to the situation (in accordance with WorkSafe BC)**

- The management and all the internal staff members will stay updated on the Health BC COVID-19 measurements and precautions.
- Oscar International College management updates all the campus managers and internal staff members and teaches the new upcoming and newly employed staff on updated COVID-19 policies from the provincial health authority.
- Any non-compliance with the 14-day self-isolation will be reported by campus officers to the provincial health authority.

## **Protocol for Isolated Cases (up to two cases)**

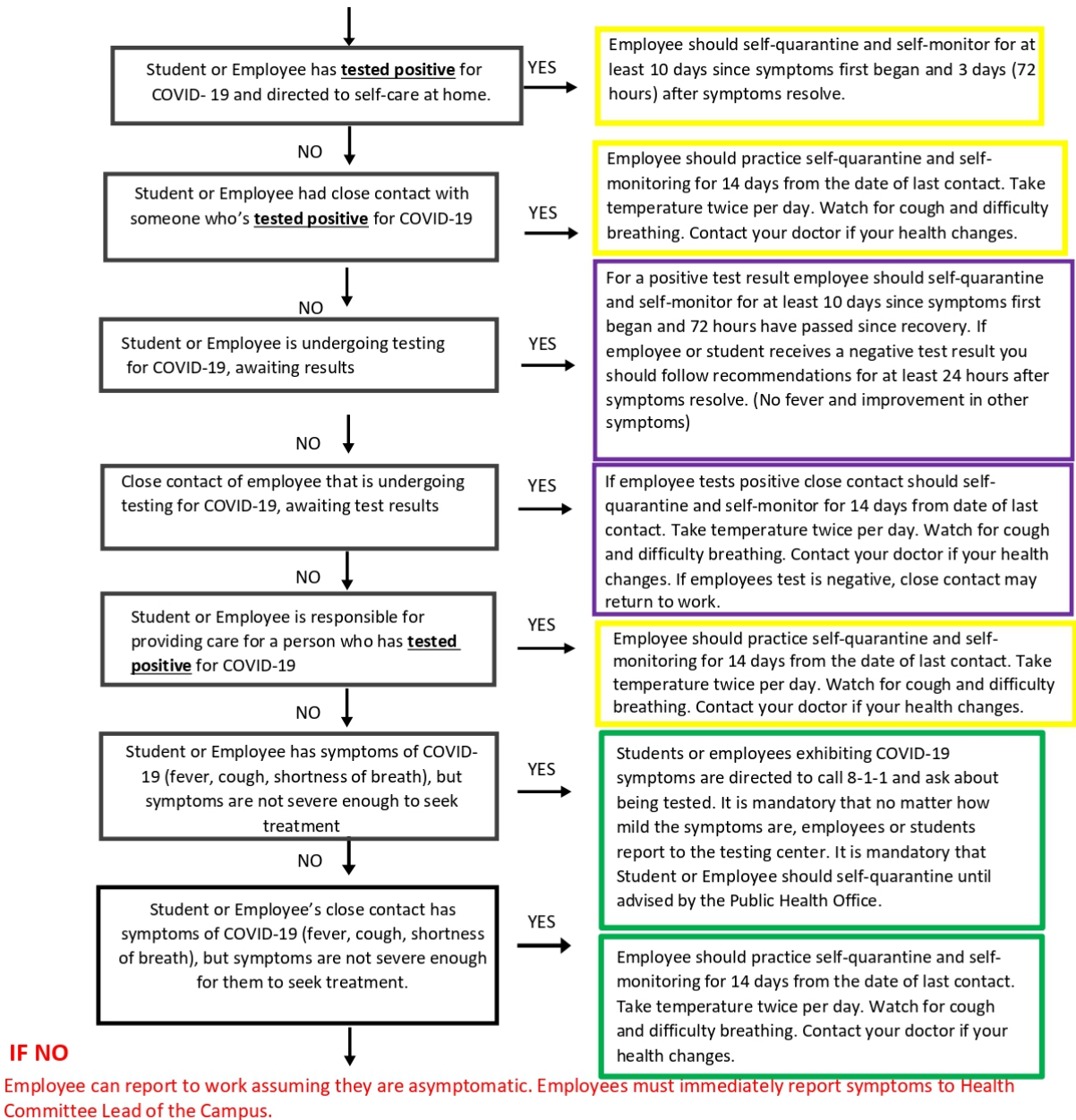


## OSCAR INTERNATIONAL COLLEGE COVID-19 OUTBREAK

College Response to Potential or Confirmed Case Exposure

**MUST BE READ IN CONJUNCTION WITH  
OUTBREAK STANDARD OPERATING PROCEDURE BOX A**

- Employee consults with supervisor regarding COVID-19 situation
  - Student consults with the Health and Safety Officer of the respective campus
- AS PER PUBLIC HEALTH OFFICE GUIDELINES Surrey / Vancouver / Abbotsford**

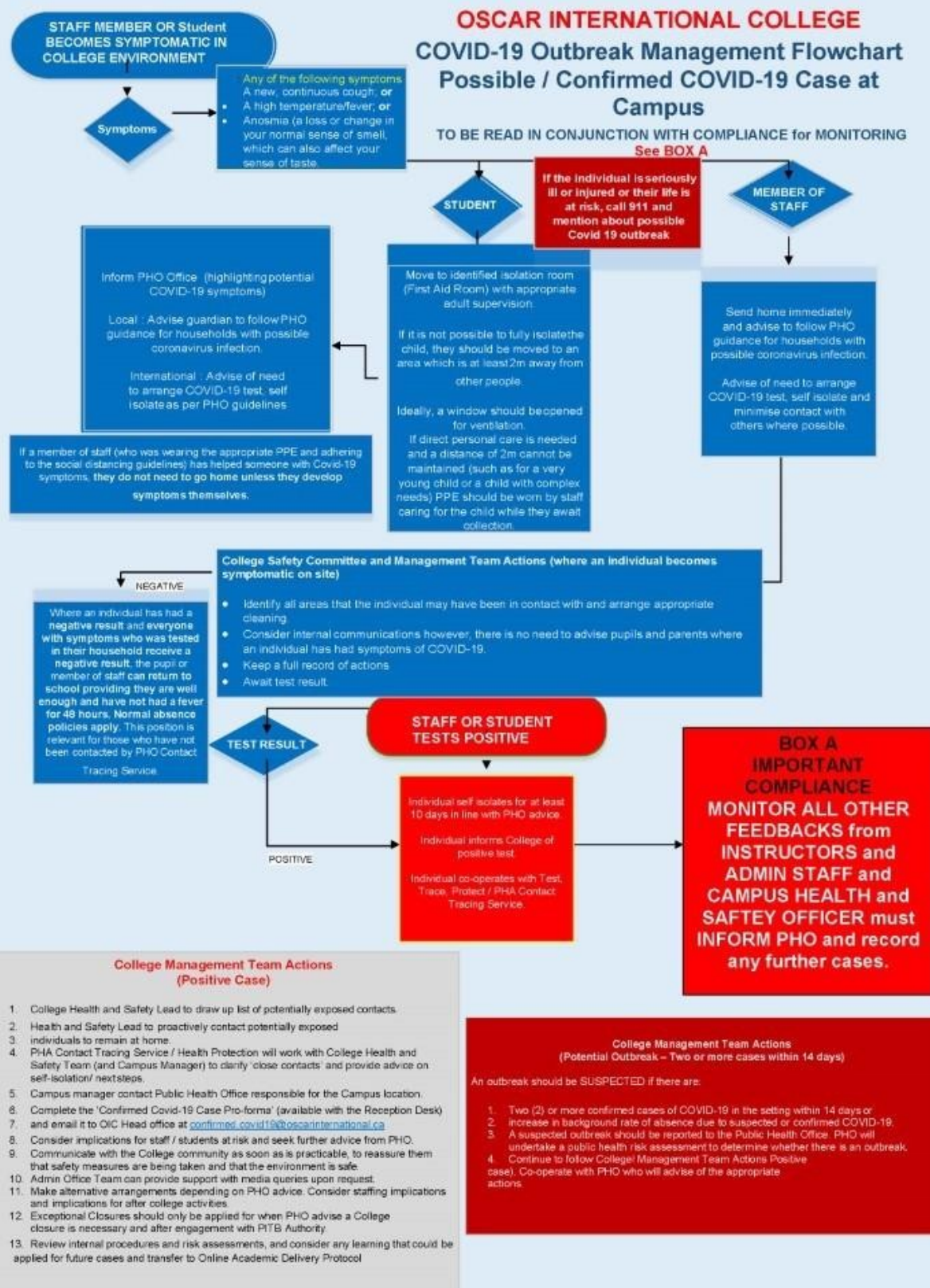


### Protocol for Reporting Unsafe Conditions

- Employees should raise safety concerns to their Supervisor and through any member of a joint health and safety committee or health and safety representative.
- Safety concerns requiring immediate attention should be reported to campus Security and a Supervisor.
- General concerns or comments regarding campus safety can be directed to [safety@oscarinternational.ca](mailto:safety@oscarinternational.ca)

### **Protocol for Isolated Cases (two or more than two cases)**





## 8. Quarantine of arriving international students (in accordance with AEST Go Forward Guidelines for Post Secondary, PHAC Guidance for Post Secondary Institutions during COVID-19 and Public Health Institutional Readiness

| Outlined Expectations from Public Health Act  | Compliance and Protocol   |
|---|---|
| <p>Risk Assessment</p> <ul style="list-style-type: none"> <li>Did you involve workers in your risk assessment? Workers can offer valuable information about their workday that might help identify areas where people congregate or surfaces that should be included in the cleaning plan.</li> <li>Did you involve your joint health and safety committee (or worker health and safety representative, if applicable)?</li> <li>Have you considered all the areas where people gather? This includes not only the main work areas but also break rooms, kitchens, washrooms, change rooms, and meeting rooms?</li> <li>Have you considered all the places where workers are close to customers or other members of the public? Consider entrances and exits, shop floors, aisles, service counters, and registers.</li> <li>Have you considered vehicle transportation? Do workers travel</li> </ul> | <p>Formed Risk and Safety Committee under the oversight of Registered Nurse to assess risk factors and coordinate with the respective Public Health Offices in Surrey, Abbotsford and Vancouver.</p> <p>The safety committee works closely with the campus managers using a daily brief circulated among all employees and the students informing them necessary measures. The workers and the students submit their observations through a transparent feedback system. A daily logbook is maintained at every campus and is signed off by the campus managers.</p> <p>Yes. We have an active safety committee under the supervision of the on-staff registered nurse.</p> <p>Yes. All public areas that are used by the visitors, staff and the students are disinfected on daily basis and upon each use. The facilities are certified disinfected by a professional cleaning team.</p> <p>Following the directive of public health office, we have strict protocols on visitation area risk management including separation between the worker and the visitor with a transparent shield. Similarly, all the entrances and exits, carpeted and hard surfaces, service counters, computer keyboards, point of sales machines, door knobs and any other surface that has a risk of contamination is disinfected along with protocol for authorized user only.</p> <p>Yes. Although company does not have vehicles. All the workers are provided with safety masks</p> |

|   |   |
|---|---|
| <p>together or with members of the public?<br/>Do workers use vehicles that others may have driven?</p> <ul style="list-style-type: none"> <li>• Have you identified the tools, machines, and equipment that workers share?</li> <li>• Have you considered surfaces that people touch often, such as light switches, doorknobs, steering wheels, cash registers, phones, photocopiers, and washroom facilities?</li> </ul>  | <p>and the personal size bottle of sanitizers to use while traveling in public transport or in their own vehicle.</p> <p>Yes. As stated above, all equipment including keyboards, point of sales machines and countertops surfaces are disinfected periodically.</p> <p>Yes. As stated above, all surfaces that people touch are disinfected after each use. We have also separated office spaces in zones so that people working in those zones with only use respectively available equipment.</p>  |
| <b>Outlined Expectations from Public Health Act</b>   | <b>Compliance and Protocol</b>  |
| <p>Risk Assessment</p> <ul style="list-style-type: none"> <li>• Did you involve workers in your risk assessment? Workers can offer valuable information about their workday that might help identify areas where people congregate or surfaces that should be included in the cleaning plan.</li> <li>• Did you involve your joint health and safety committee (or worker health and safety representative, if applicable)?</li> <li>• Have you considered all the areas where people gather? This includes not only the main work areas but also break rooms, kitchens, washrooms, change rooms, and meeting rooms?</li> <li>• Have you considered all the places where workers are close to customers or other members of the public? Consider</li> </ul> | <p>Formed Risk and Safety Committee under the oversight of Registered Nurse to assess risk factors and coordinate with the respective Public Health Offices in Surrey, Abbotsford and Vancouver.</p> <p>The safety committee works closely with the campus managers using a daily brief circulated among all employees and the students informing them necessary measures. The workers and the students submit their observations through a transparent feedback system. A daily logbook is maintained at every campus and is signed off by the campus managers.</p> <p>Yes. We have an active safety committee under the supervision of the on-staff registered nurse.</p> <p>Yes. All public areas that are used by the visitors, staff and the students are disinfected on daily basis and upon each use. The facilities are certified disinfected by a professional cleaning team.</p> <p>Following the directive of public health office, we have strict protocols on visitation area risk management including separation between the</p> |

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| entrances and exits, shop floors, aisles, service counters, and registers.   | worker and the visitor with a transparent shield. Similarly, all the entrances and exits, carpeted and hard surfaces, service counters, computer keyboards, point of sales machines, door knobs and any other surface that has a risk of contamination is disinfected along with protocol for authorized user only. |
| <ul style="list-style-type: none"> <li>Have you considered vehicle transportation? Do workers travel together or with members of the public? Do workers use vehicles that others may have driven?</li> </ul>               | Yes. Although company does not have vehicles. All the workers are provided with safety masks and the personal size bottle of sanitizers to use while traveling in public transport or in their own vehicle.   |
| <ul style="list-style-type: none"> <li>Have you identified the tools, machines, and equipment that workers share?</li> </ul>   | Yes. As stated above, all equipment including keyboards, point of sales machines and countertops surfaces are disinfected periodically.   |
| <ul style="list-style-type: none"> <li>Have you considered surfaces that people touch often, such as light switches, doorknobs, steering wheels, cash registers, phones, photocopiers, and washroom facilities?</li> </ul> | Yes. As stated above, all surfaces that people touch are disinfected after each use. We have also separated office spaces in zones so that people working in those zones with only use respectively available equipment.  |

### **Requirements for Int'l Students)**

- Students living outside Canada who got their study permits and coming to Canada must notify Oscar International College to make the following arrangements.

- Before we will start enrolling students from outside Canada (international students), work closely with administrators to be fully knowledgeable of the process to enter Canada on a student visa.
- COVID-19 policies, 14-days self-quarantine information guide, and Oscar International College contact information will be given to all international students before they depart for Canada.
- All the international students will also be given access to the BC COVID-19 app <https://bc.thrive.health> and ArriveCan within 48 hours of arrival.
- All the international students from foreign countries outside Canada provided a list of secure and suitable accommodations 14-day quarantine or a self-isolation period.
- Oscar International College will also take care of the health and wellness of all the students. We will provide a list of available food delivery, prescription delivery, virtual medical care, and virtual mental health support options. We will also provide infection control protocols, and it will also be available online and from Oscar International College's internal staff members.
- During the COVID-19 pandemic duration, a parental accompaniment is not suggestable.
- Oscar International College will get in touch with the students during quarantine regarding the arrival information and advice.
- If the upcoming students would like to greet the staff members, they will do it once the quarantine period is over. Anyhow, we highly recommend students to schedule a telephonic or a zoom session with our staff if required.
- Students who will display some symptoms during quarantine will be placed in touch with local health authorities to get the right health care to advise and medications.
- There will not be any in-person orientation. The orientation will be organized online via Zoom or Microsoft Teams.
- All the international students will be provided a list of expectations once they reach Canada, including the use of face masks and hand sanitizer and private transportation options to avoid public buses and Skytrain.
- During the first 14 days of self-isolation or a quarantine period, the Oscar International College internal staff members will regularly check to ensure overall well-being and self-isolation compliance.
- Oscar International College believes in providing a secure learning environment for all the students. We will either send an email to the students or publish an update on our virtual check-in's website.

- Oscar International College will work with the BC Ministry of Health to convey a message to the new students regarding COVID-19 testing, contact tracing, and care within the Regional Health Authorities.
- The President of Oscar International College, Parvinder Kalra, is responsible for the safety of the entire Oscar International College Family and college compliance with this plan.
- Oscar International College Management and Leadership team are responsible for the information held within this document.

## **Pre-Arrival COVID-19 Quarantine Requirements:**

In reference to the Quarantine Act <https://laws-lois.justice.gc.ca/eng/acts/q-1.1/page-1.html#h-419311>, Oscar International College has established standard operating procedures to communicate with the students /co-arriving family members at a pre-arrival stage in the following manner:

- 1) In addition, all travellers are required to provide specific information upon entry into Canada. The **ArriveCAN app** enables travellers to submit their information up to 48 hours prior to arrival. It reduces physical contact for a safer, faster border process. The ArriveCAN app is available through the [App Store](#) or [Google Play](#)
- 2) Students are instructed to confirm if required courses will be offered online or on campus. See information for Enrolled College Students to determine whether travel to Canada is required.
- 3) Review the current travel restrictions <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/service-delivery/coronavirus/travel-restrictions.html> before booking your flight to Canada. If you're eligible to travel, then you need to prepare proof that you're entering for an essential purpose. Instructions on how to do this are available on the COVID-19 Information FAQ page for new international students or current international students. Connect with admission office at [info@oscarinternational.ca](mailto:info@oscarinternational.ca).

## **Post-Arrival COVID-19 Quarantine Requirements:**

Based on current Government of Canada policies as stated in this link <https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-covid19/travel-restrictions-exemptions.html#quarantine>, when you arrive in Canada government officials will assess your health and your 14-day quarantine plan before you can leave the port of entry (e.g., airport). It is up to the discretion of the border agent to approve entry into Canada. After leaving the port of entry, use private transportation (e.g., taxi) to reach your place of quarantine.

- 1) Go directly to your place of quarantine without delay and stay there for 14 days. This is mandatory, even if you have no symptoms.
- 2) You must wear a suitable non-medical mask or face covering while in transit to your quarantine location.
- 3) You should quarantine longer if you develop signs and symptoms of COVID-19, or have been exposed to another person who has signs and symptoms of COVID-19.

4) Follow Public Health's instructions on how to quarantine as stated in this link <https://www.canada.ca/en/public-health/services/publications/diseases-conditions/coronavirus-disease-covid-19-how-to-self-isolate-home-exposed-no-symptoms.html>.

## Options to Arrange Quarantine Arrangements:

Oscar International College has two options for the incoming international student accommodation during quarantine;

**OPTION 1:** Admissions office can provide list of accommodation for quarantine period, food delivery as per dietary restrictions, student convenience package that includes all fundamental necessities and information pack connecting students with BC Health Department.

**OPTION 2:** A discretionary COVID-19 quarantine package for the 14-days period that includes boarding and lodging, SIM card, Airport arrival pickup and transfer to the accommodation during the quarantine.

2) According to the link <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/service-delivery/coronavirus/temporary-residence/study-permit.html>, Students will also be asked if they have a suitable place to quarantine, where they will

- have access to basic necessities, including water, food, medication and heat during the winter months
- not have contact with people who
  - are 65 years or older
  - have underlying medical conditions
  - have compromised immune systems
- not be in a group or community living arrangement

Students will also be given instructions about the actions they must take under the emergency order and the penalties for non-compliance.

Students who do not already have quarantine arrangements made before traveling to Canada will not be allowed to enter the country.

Please see this link for updated policy from Government of Canada:

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a1.5>

## For travellers without symptoms of COVID-19 returning to Canada

<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/2019-novel-coronavirus-information-sheet.html>

3) Students are provided with full detail of available accommodation where they can quarantine

according to mandatory 14-day period and maintain protocol practicing social distancing and can also access medical help should they display symptoms as per the link included here <https://laws-lois.justice.gc.ca/eng/acts/q-1.1/FullText.htm>

### **Regular and Robust Monitoring:**

Monitor yourself as stated in this link <https://covid19checkup.ca/> for symptoms of COVID-19, including fever/chills, cough, sore throat and shortness of breath.

- 1) If you have symptoms, reach out to <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/self-isolation-on-return>
- 2) Take care of your overall wellbeing while you're in quarantine.
- 3) Stay connected to your friends and family.
- 4) Join the online college student community where you can connect with other international students.
- 5) Get physically active with Athletics and Recreation, and follow daily workouts, healthy habits and more.
- 6) Access sleep, self-care

### **Follow Up by Oscar International College:**

Oscar International College program advisor will be your point of contact at the college for any unforeseeable requirements or needs through COVID-19 quarantine period. The officer of the college will contact you throughout the quarantine and facilitate any emergency contact with your family. According to the BC COVID-19 guidelines, please dial 8-1-1 for any medical emergency anytime during the 14-day quarantine period.

Once you have completed the quarantine period, please continue to monitor any symptoms and immediately inform your program advisor should you need access to additional information.

### **The Integration of Students into The College Community:**

Oscar International College has established an on-going peer and student support group moderated by PAC and with an oversight of the student advisor. Students are gradually integrated into community with the following SOP:

- 1) A virtual meet and greet facilitated by IT and Administrative Manager accessible to the students via scheduled Zoom calls, Emails and the Phones. Following are the contact details for the students:

Contact Email: [info@oscarinternational.ca](mailto:info@oscarinternational.ca)

Contact Number: 604-596-0801

- 2) The dedicated program advisor works closely with the program instructor and the students to establish peer-to-peer communication by assigning student into a support group.



## **COVID-19 Related Stigma and Anti-racism Supports:**

Oscar International College works very closely with Fraser Health authorities and disseminates accurate up to date information internally, within quarantine students and the students waiting for their departure from their home countries. This process is regularly done every Monday and Wednesday via email that includes links and updated info pack.

### **DOS and DON'TS**

Below are some dos and don'ts on language when talking about the new coronavirus disease (COVID-19):

#### **DOS:**

- 1) Do talk about the new coronavirus disease (COVID-19)
- 2) Do talk about “people who have COVID-19”, “people who are being treated for COVID-19”, “people who are recovering from COVID-19” or “people who died after contracting COVID-19”
- 3) Do talk about “people who may have COVID-19” or “people who are presumptive for COVID-19”
- 4) Do speak accurately about the risk from COVID-19, based on scientific data and latest official health advice.
- 5) Do emphasise the effectiveness of adopting protective measures to prevent acquiring the new coronavirus, as well as early screening, testing and treatment.
- 6) Do talk positively and emphasise the effectiveness of prevention and treatment measures. For most people this is a disease they can overcome. There are simple steps we can all take to keep ourselves, our loved ones and the most vulnerable safe.

#### **DON'TS**

- 1) Don't attach locations or ethnicity to the disease, this is not a “Wuhan Virus”, “Chinese Virus” or “Asian Virus”. The official name for the disease was deliberately chosen to avoid stigmatisation -the “co” stands for Corona, “vi” for virus and “d” for disease, 19 is because the disease emerged in 2019.
- 2) Don't refer to people with the disease as “COVID-19 cases” or “victims”
- 3) Don't talk about “COVID-19 suspects” or “suspected cases”. DO talk about people “acquiring” or “contracting” COVID-19
- 4) Don't talk about people “transmitting COVID-19” “infecting others” or “spreading the virus” as it implies intentional transmission and assigns blame. Using criminalising or dehumanising terminology creates the impression that those with the disease have somehow done something wrong or are less human than the rest of us, feeding stigma, undermining empathy, and potentially fuelling wider reluctance to seek treatment or attend screening, testing and quarantine.

- 5) Don't-repeat or share unconfirmed rumours, and avoid using hyperbolic language designed to generate fear like "plague", "apocalypse" etc.
- 6) Don't -emphasise or dwell on the negative, or messages of threat. We need to work together to help keep those who are most vulnerable safe.

<https://www.who.int/docs/default-source/coronaviruse/covid19-stigma-guide.pdf>

### **COVID-19 Testing, Tracing and Care:**

Oscar International College provides as part of their WELCOME PACKAGE. The FRASER HEALTH link included here <https://www.fraserhealth.ca/news/2020/Oct/online-booking-available-for-all--fraser-health-covid-19-test-collection-centres> for the students to book the COVID-19 testing appointments.

### **Designated Contact Person:**

#### **Abbotsford Campus**

College Authority: Amanpreet Kaur

Email: [amanpreet@oscarinternational.ca](mailto:amanpreet@oscarinternational.ca)

Phone: (604) 850-6642

#### **Surrey Campus**

College Authority: Amir Hassan

Email: [amir.hassan@oscarinternational.ca](mailto:amir.hassan@oscarinternational.ca)

Phone: (604) 596-0801

#### **Vancouver Campus**

College Authority: Sourabh Aggarwal

Email: [sourabh@oscarinternational.ca](mailto:sourabh@oscarinternational.ca)

Phone: (604) 850-6642

## **9. Check-ins Procedure during COVID-19 mandatory 14-days Quarantine Period**

Program advisor will be your point of contact at your campus. You can reach your program advisor at the following numbers:

1. Surrey: [\(604\) 596-0801](tel:6045960801)
2. Abbotsford: [\(604\) 850-6642](tel:6048506642)
3. Vancouver Campus: [\(604\) 850-6642](tel:6048506642)

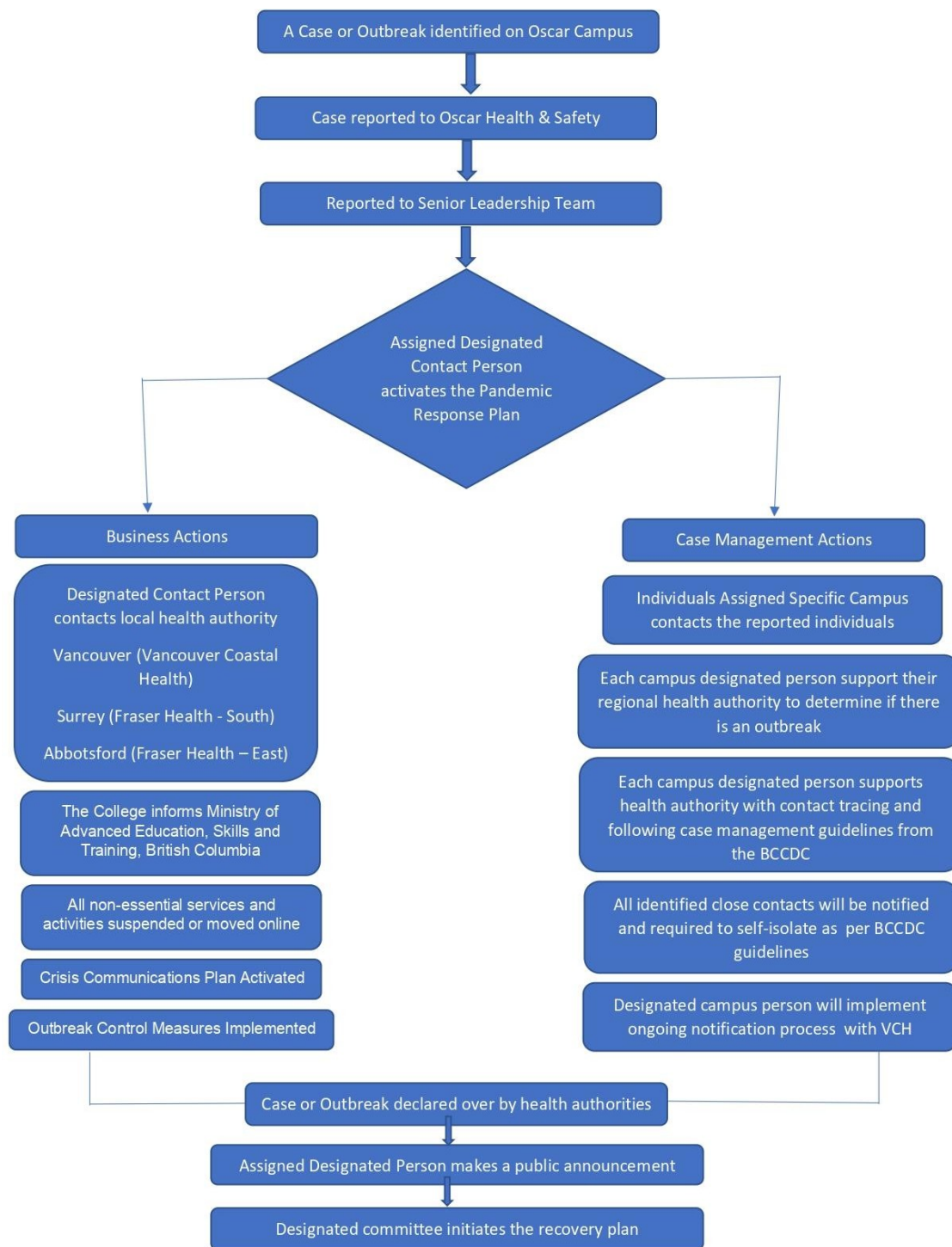
The officer of the college will contact you throughout the quarantine and facilitate any emergency contact with your family. The program advisor will periodically check your compliance and your health condition using the following tools:

- ArriveCAN: <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19/arrivecan.html>
- ThriveHealth: <https://bc.thrive.health/covid19/en>
- [Safety@oscarinternational.ca](mailto:Safety@oscarinternational.ca)

For medical emergency, please dial 9-1-1. The dispatch should be informed upon dialing 9-1-1 that the student is in mandatory quarantine so that appropriate precautions can be implemented.

Once you have completed the quarantine period, please continue to monitor any symptoms and immediately inform your program advisor should you need access to additional information.

## **10. COVID-19 case or outbreak management on Oscar campus**



As part of Oscar’s Pandemic Response Plan, a designated person at each campus location is assigned to mitigate risk if a case or an outbreak of COVID-19 happens

on any college campuses or during any of its activities. The plan works by activating a leadership team and a health & safety committee that works closely with our community members who may have been exposed to COVID-19. They will also work with any associated departments, Vancouver Coastal Health, Fraser Health, and the British Columbia Centre for Disease Control (BCCDC).

A designated person and the team will communicate with affected individuals to gather information and offer support and guidance on managing their particular case. They work with departments on any necessary infection control actions. They will work with BCCDC on contact tracing or any other requirements Vancouver Coastal Health and Fraser Health may identify.

The Pandemic Response Plan is activated by the designated person at the particular campus when the college becomes aware that a member of the college community, based on specific symptoms or history, is legally required to self-isolate or has a confirmed case of COVID-19 and has been on the campus in the last 14 days.

### **How the plan is activated**

If the College is informed that a student, faculty, or staff member has tested positive for COVID-19 and they have been on Oscar International College premises in the last 14 days, the incident will be reported immediately to the Health and Safety Committee and the Senior Leadership Team. The designated person will activate the team members and relay the contact information about the affected individual.

### **Business Actions:**

- The designated person at the affected location will contact the local public health authorities to establish plans to reduce the risk of further transmission at the college.
- The College will share the information with the BC Ministry of Advanced Education, Skills and Training and assign a staff to provide regular updates on the case or the outbreak status at Oscar International College Campuses.
- All non-essential services and activities will be suspended or moved online.
- The college will provide information and support to any faculty, staff, and students potentially exposed to COVID-19.
- Oscar International College will implement outbreak control measures, such as:
  - o Activate the Crisis Communications Plan;
  - o Post outbreak signs at entrances and affected area;

- o Inform outside agencies that use campus facilities of the outbreak; o Initiate enhanced environmental cleaning and disinfection;
- o Reinforce the importance of hand hygiene with staff, students, and faculty;
- o Consider the need for closure of the campus if appropriate.

### **Case Management Actions:**

- A committee member then contacts the individual to offer support and guidance on the next steps, following BCCDC directions on case management.
- The committee will work with Vancouver Coastal Health and Fraser Health to determine whether an outbreak should be declared, implement mitigation measures, and how the health authority will monitor the outbreak.
- The Oscar International College Committee will support Vancouver Coastal Health and Fraser Health in contact tracing and follow the Contact Identification and Management Guidelines provided by the BCCDC.
  - Those identified as being in close contact with the affected individual will be informed about the situation and required to leave the campus and self-isolate for a minimum of 14 days to monitor for symptoms.
  - All close contact of the affected individual will be provided with an active daily monitoring form, and the College will conduct regular check-ins until the case is resolved.
  - The special committee will implement an ongoing notification process to inform the Vancouver Coastal Health and Fraser Health of the health status of the close contacts.

### **Other ways to activate the plan**

The Pandemic Response Plan will be activated when Vancouver Coastal Health, Fraser Health, or the BCCDC notify the College of a confirmed case of COVID-19 among staff, students, faculty, contractors, or visitors to campus.

### **Recovery from COVID-19 outbreak**

A COVID-19 outbreak could last a long time, so the impact on the college and the local community may be considerable. Oscar International College will work with Vancouver Coastal Health and Fraser Health to determine when the outbreak has ended. Once the outbreak has been declared over:

- The designated contact person at the particular campus will make an announcement to all OSCAR community members.

- The Senior Leadership Team will communicate the plan for resuming services and operations temporarily suspended or relocated.
- Regular communications will be sent to all OSCAR personnel with updated COVID-19 and best practices to follow on campus.
- Mental health support resources will be provided to students, faculty and staff.
- The Special Committee will evaluate their response plans for effectiveness and make improvements where necessary.

## **11. FAQs for Students**

### **a. What is Oscar International College doing to respond to COVID-19?**

a. Oscar International College programs are being delivered 100% online since the pandemic started in March 2020. Suppose Ministry in British Columbia allowed institutions to teach courses offline or in a blended model, then the entire Oscar family ready to make that shift as well. Vancouver, Surrey, and Abbotsford campuses are closed for in-person classes until the province allows institutions to open it for in-person classes. Currently, our campuses are used by our internal team members only.

### **b. How can I help prevent the spread of COVID-19?**

b. As B.C. progresses through its reopening phases, [HealthLink BC](#) recommends the following to stop the spread of COVID-19:

1. Physical distancing. Keep a physical distance between yourself and others when you are out.
2. Avoid contact. Avoid handshaking and hugs outside of your family.

Smile and wave instead.

3. Wash your hands. Especially after returning home and before eating. Clean your phone and work surfaces frequently.

4. Wear non-medical or cloth masks. A non-medical mask or face covering is recommended when you cannot keep a safe distance from others.

5. Don't touch your face. Avoid touching your face, eyes, nose, or mouth.

6. Practice respiratory etiquette. Cover your nose and mouth with a tissue or sleeve when coughing or sneezing. Dispose of tissues immediately.

7. Isolate if you feel sick. Even if you have only mild symptoms, self-isolate for a minimum of 10 days.

8. Do not go to work, school, or public places.

9. Get tested. Anyone with symptoms, however mild, can get tested for COVID-19. [Find a testing centre](#)

### **c. For international students planning to come to Canada**

c. Please read the below points:

- Students living outside Canada who got their study permits and coming to Canada must notify Oscar International College to make the following arrangements.
- Before we will start enrolling students from outside Canada (international students), work closely with administrators to be fully knowledgeable of the process to enter Canada on a student visa.
- COVID-19 policies, 14-days self-quarantine information guide, and Oscar International College contact information will be given to all international students before they depart for Canada.
- All the international students will also be given access to the BC COVID-19 app <https://bc.thrive.health> and ArriveCan within 48 hours of arrival.
- All the international students from foreign countries outside Canada provided a list of secure and suitable accommodations 14-day quarantine or a self-isolation period.
- Oscar International College will also take care of the health and wellness of all the students. We will provide a list of available food delivery, prescription delivery, virtual medical care, and virtual mental health support options. We will also provide infection control protocols, and it will also be available online and from Oscar International College's internal staff members.
- During the COVID-19 pandemic duration, a parental accompaniment is not suggestable.
- Oscar International College will get in touch with the students during quarantine regarding the arrival information and advice.
- If the upcoming students would like to greet the staff members, they will do it once the quarantine period is over. Anyhow, we highly recommend students to schedule a telephonic or a zoom session with our staff if required.
- Students who will display some symptoms during quarantine will be placed in touch with local health authorities to get the right health care to advise and medications.
- There will not be any in-person orientation. The orientation will be organized online via Zoom or Microsoft Teams.
- All the international students will be provided a list of expectations once they reach Canada, including the use of face masks and hand sanitizer and private transportation options to avoid public buses and Skytrain.
- During the first 14 days of self-isolation or a quarantine period, the Oscar International College internal staff members will regularly check to ensure overall well-being and self-isolation compliance.



- Oscar International College believes in providing a secure learning environment for all the students. We will either send an email to the students or publish an update on our virtual check-in's website.
- Oscar International College will work with the BC Ministry of Health to convey a message to the new students regarding COVID-19 testing, contact tracing, and care within the Regional Health Authorities.
- The President of Oscar International College, Parvinder Kalra, is responsible for the safety of the entire Oscar International College Family and college compliance with this plan.
- Oscar International College Management and Leadership team are responsible for the information held within this document.

**d. I am an international student who has been accepted to Oscar International College but cannot travel to Canada right now. Can I start my program online?**

d. Immigration, Refugees and Citizenship Canada (IRCC) is allowing international students with study permits for programs starting in the Summer or Fall 2020 terms to begin their classes while outside Canada and complete up to 50 per cent of their programs via distance learning if they cannot travel to Canada sooner.

## **12. FAQs for Staff and Visitors**

**a. How was Oscar International College safety policies assessed and created?**

a. Oscar International College programs are delivered 100% online on Zoom or Microsoft Teams by our highly experienced instructors. This initiative and technology are integrated to reduce COVID-19 exposure during the pandemic. The situation may get change as per the notification from the Ministry in the province of British Columbia.

The masks are available on all of our campuses for the visitors and the Oscar family. We identified a few areas as higher traffic at our institution – reception, student lounge, printing machine, and lunchroom.

Doors handle in the classroom, and the main entrance is at high risk as well, and we always put this message to avoid direct touching and maintain social distancing.

**b. What are staff protocols for the campus?**

**b. Staff protocols for the campus are as follows:**

- In all of our campuses, the total number of people allowed at the same time has been reduced to fifteen people only, which includes Oscar staff and visitors.
- All of our classes for all the programs shifted to an online format to avoid COVID-19 exposure.

- Only 2 visitors are allowed to come and visit for an in-person meeting at our campus with proper social distancing and temperature check.
- Visitors must need to get confirmation from our staff before visiting our campus.
- Oscar International College makes it mandatory to wear masks. If a visitor does not wear the mask, then Oscar International College's internal staff will provide the one in order to follow the health BC guidelines and protect each other.
- Visitors have an option to have an option via telephone or zoom as well.
- Visitors must need to sanitize their hands, send documents via email to reduce the paper exposure, and maintain social distancing.
- We clean our campus and sanitize it regularly.
- All our internal staff must maintain social distancing as well.
- All the internal staff members must clean their desk, chair, and table after coming and before leaving the campus.
- The management must supervise.
- Oscar International College staff members will train and update staff on all COVID-19 protocols.
- At Oscar International College, we do not allow shared food equipment or any crockery available at Campus. Staff is highly recommended to use eco-friendly disposable to eat anything and throw it away.
- The kitchen room is accessible for all the internal staff members but only 1 person at a time.

**c. Are visitors allowed to visit the campus? What are the procedures?**

c. The procedures are as follows:

- In all of our campuses, the total number of people allowed at the same time has been reduced to fifteen people only, which includes Oscar staff and visitors.
- All of our classes for all the programs shifted to an online format to avoid COVID-19 exposure.
- Only 2 visitors are allowed to come and visit for an in-person meeting at our campus with proper social distancing and temperature check.
- Visitors must need to get confirmation from our staff before visiting our campus.
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- Visitors have an option to have an option via telephone or zoom as well.

- Visitors must need to sanitize their hands, send documents via email to reduce the paper exposure, and maintain social distancing.
- We clean our campus and sanitize it regularly.
- All our internal staff must maintain social distancing as well.
- All the internal staff members must clean their desk, chair, and table after coming and before leaving the campus.
- The management must supervise.
- Oscar International College staff members will train and update staff on all COVID-19 protocols.
- At Oscar International College, we do not allow shared food equipment or any crockery available at Campus. Staff is highly recommended to use eco-friendly disposable to eat anything and throw it away.
- The kitchen room is accessible for all the internal staff members but only 1 person at a time.

#### **d. What happens in case of an outbreak?**

##### **d. In case of an outbreak:**

- Anyone displaying COVID-19 symptoms or who came from outside Canada in the past 14 days is not allowed to enter inside the campus building.
- Internal staff members and students showing symptoms will ask to leave the campus and work from home. Currently, all the students are studying from home. In order to get the health to advise, they can call on 8-1-1. **8-1-1** is a free service operated by HealthLink BC that provides provincial health information in British Columbia.
- Internal staff members who are using the campus premises, if they have symptoms, then they can inform the Oscar International College management and isolate themselves at home.
- Any outbreak at the campus will be reported to Fraser Health, and the standard prevention will put in place as per the Health BC guidelines.
- If anyone having extreme symptoms, then the international staff will dial 9-1-1.
- The campus will be closed for all the internal staff members and visitors in the COVID-19 outbreak. The complete cleaning and sanitization will be taken place daily for five days.
- Oscar International College will open the campus after 14 days in case the outbreak happens.
- Anyone having symptoms must work from home and isolate themselves for 14-days and report to Fraser Health as well.

- After 14 days, once the staff will be back on campus, they ensure that they can understand the changes in the protocol and communicate with the existing students via email or telephone.

#### **e. Can instructors work from home?**

e. All the Oscar International College faculty members will work from home until there is approval or notification from AEST and the provincial health officer to return to in-person classes.

#### **f. Are staff working from home?**

f. All the internal staff members are working from home. They are coming to campus premises whenever it is required.

### **13. COVID-19 Resources**

#### **Essential services:**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/essential-services-covid-19>

#### **Public Health Officer orders:**

<https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

#### **Translink Public transit information**

<https://buzzer.translink.ca/2020/03/translink-moves-to-rear-door-boarding-on-buses-to-promote-social-distancing/Canada>

#### **Emergency Student Benefit:**

<https://www.canada.ca/en/revenue-agency/services/benefits/emergency-student-benefit.html>

#### **Student Aid BC:**

<https://studentaidbc.ca/news/general/covid-19-coronavirus-information-bulletin-updated-march-26-2020>

#### **IRCC information for international students:**

<https://www.canada.ca/en/immigration-refugees-citizenship.html>

**Govt. of BC Here2Talk mental health counseling and referral website and app:**

<https://here2talk.ca/>

**BC Medical Services Plan**

<https://www2.gov.bc.ca/gov/content/health/health-drug-coverage/msp/bc-residents/msp-covid-19-response>

#### **14. Contacts**

For all non-specific inquiries, please contact [info@oscarinternational.ca](mailto:info@oscarinternational.ca). For specific inquiries, please check the FAQs.