

# UFV COVID-19 OPERATIONS GUIDELINE

## STUDENT MASK COMPLIANCE GUIDELINE



### Overview

This document is intended to provide guidance for escalation of potential action when students are found to be noncompliant with COVID-19 mandated mask health and safety requirements.

### Addressing Compliance

The health and wellbeing of our community is in the interest of all community members. There are a number of actions that you can take to support this.

### In campus common areas

If you observe an unmasked person in a campus common area you can:

- Gently remind them of the mask mandate.
- Please remember that there are some members of our community that are exempt from wearing a mask.
- Inform unmasked individuals that disposable masks are available at many services counters across campus.
- Inform uniformed security personnel by visiting one of our campus security offices, or by calling the Security Operations Centre at 855-239-7654 or local 7654 from a campus extension.

### In classrooms

If you observe an unmasked person in a classroom area you can:

- **Faculty**
  - Politely ask the student to step outside the class
  - Remind them of the mask mandate
  - Please remember that there are some members of our community that are exempt from wearing a mask. If they are mask exempt, they will have a copy of an accommodation letter from the Centre for Accessibility Services indicating that they are mask exempt.
  - If they indicate that they have not received an accommodation yet, but believe they are entitled to one, they should be referred to the CAS website at [www.ufv.ca/accessibility](http://www.ufv.ca/accessibility). They are required to wear a mask until they have received an official exemption.
  - If the student refuses to wear a mask at this point and they are not exempt, please

# UFV COVID-19 OPERATIONS GUIDELINE

## STUDENT MASK COMPLIANCE GUIDELINE



contact the Security Operations Centre at 855-239-7654 or local 7654 from a campus extension and security personnel will attend the classroom.

- Faculty can report instances of mask non-compliance online at <https://itservicedesk.ufv.ca/TDClient/229/Risk-SafetyPortal/Requests/ServiceDet?ID=1515>

- **Students**

- Can gently remind their classmates of the mask mandate. Please remember that there are some members of our community that are exempt from wearing a mask.
- Inform unmasked individuals that disposable masks are available at many services counters across campus.
- Identify your concern to your faculty member.

### In service areas

If you observe an unmasked person in a campus service area you can:

- Gently remind them of the mask mandate.
- Please remember that there are some members of our community that are exempt from wearing a mask.
- Inform unmasked individuals that disposable masks are available at many services counters across campus and offer them a mask.
- If they refuse to mask at this point, please notify your supervisor.
- Supervisors may ask the person to leave the service area until they are in compliance with the mask mandate.
  - Please report the incident by calling the Security Operations Centre at 855-239-7654 or local 7654 from a campus extension or by filling out a workplace incident form at <https://www.ufv.ca/risk-and-safety/report-incident/>.

### Compliance Protocol

The Safe Student Learning Community Policy (Policy 204) supports the creation of an environment that ensures the safety, security and civility of our campus and community. This also applies to the responsibilities of students to follow University COVID-19 response protocols and guidelines, including the mask mandate.

Recognizing that this is an unprecedented situation and that the University is a place of learning and development, our response to students who fail to adhere to COVID-19 prevention guidelines while on campus will be driven by an educational approach with an option to engage our student conduct processes. As such, our response will follow an escalating process:

# UFV COVID-19 OPERATIONS GUIDELINE

## STUDENT MASK COMPLIANCE GUIDELINE



- First failure to follow guidelines will result in Security documenting of the student information and incident, and the student will receive educational materials on the importance of following preventative guidelines, and resources available.
  - These incidents will be reported to Student Affairs for record keeping until the COVID-19 pandemic is deemed by the University to have concluded.
- Second failure to follow preventative guidelines will result in Security documenting the student information and incident, and the student will receive educational materials on the importance of following preventative guidelines, and resources available.
  - A second incident will trigger a written warning from the office of the Executive Director of Student Affairs that will reiterate the expectations and resources available to the student.
- Third failure to follow preventative guidelines will result in Security documenting the student information and incident, and the student will receive educational materials on the importance of following preventative guidelines, and resources available.
  - A third incident will trigger a requirement to meet with the Executive Director of Student Affairs or Associate Director of Student Affairs to review expectations, understandings, and at the discretion of the Executive Director or Associate Director, may result in the suspension of campus access privileges.

### Advice on Consequences for not Complying at UFV

If you have any questions or require advice about consequences for students not complying with COVID-19 health and safety regulations at UFV, please contact the Office of Student Affairs at 604-557-4092.