New York Institute of Technology Vancouver
Re-Open Plan- Phase II

We are opening for the Fall term with safety measures in place to accommodate a healthy environment for the New York Institute of Technology Vancouver community, we request everyone to respect these policies. Please read our safety measures for the Downtown campus, which are in compliance with WorkSafe BC, BC Ministry of Health, Cadillac Fairview, and New York Tech policies.

Note: These rules and guidelines are subject to change and are also dependent on the availability of supplies.

<table>
<thead>
<tr>
<th>Phase 2: New York Tech Vancouver Downtown campus and the Broadway Tech Centre Campus will start a gradual return to work from Aug 31 onwards.</th>
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<tbody>
<tr>
<td>● Wearing a mask is mandatory after entering our premises, except for in-person classes (can be taken off only when student is seated in their class)</td>
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<td>● Proper hygiene practices should be practiced</td>
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<td>● Classes are being offered both in-person and remotely</td>
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<td>● We will adhere to a zero tolerance for any sickness on campus and should you exhibit any symptoms please stay home.</td>
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<td>● Students will be permitted on-campus by appointment only, for using the computer lab for academic purposes</td>
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<td>● No walk-ins or drop-ins will be entertained for meeting with staff or faculty</td>
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<td>● Campus Areas open: Staff offices, computer lab, student printer area on appointment basis</td>
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In order for our in-person classes to be successful and safe for students, faculty and staff, we are implementing significant safety protocols that everyone who comes to one of our campuses will be required to follow.

**International Students Arriving in Canada**

Pre-arrival planning and communication with students/co-arriving family members on legal requirements to quarantine or self-isolate for 14 days upon arrival.

**Travel Support Letter** - Students who have registered for in person classes will be issued a travel support letter to use for their travels. Travel support letters will only be issued to students who have registered for in person classes, whereby your attendance in class is essential to your program. Students can request a travel support letter [HERE](#). Please allow 3 business days for processing.
**BC Health Ministers Legal Requirements to self-quarantine / self-isolate for 14-days upon arrival**
- The BC Ministry of Health has legal requirements for anyone arriving internationally to Canada must self-quarantine/self-isolate for 14 days. International students are required to prepare a self-isolation plan prior to arrival. Details on what is required for the self-isolation plan can be found on the BC Government website at https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/self-isolation-on-return#complete-plan

Self-isolation means to:
- stay at home
- monitor yourself for symptoms, even if mild, for 14 days
- avoid contact with others

**Transportation upon arrival to quarantine location** - as per the BC Health Minister Website, students are required to arrange for transportation from the airport to their self-isolation location prior to arrival. Please note that it is recommended that transportation be done by taxi or a family/friend and avoid public transit. Masks should be worn when travelling from the airport to your quarantine destination.

**Quarantine supports (e.g. location options; resources for food/medical care; social/mental health supports).** If you are looking for accommodation to self-isolate in, New York Tech Vancouver is partnered with the GEC (Global Education City) to help you self-isolate upon arrival. They have designated few self-isolation units in Downtown Vancouver and Pearson (10 mins drive from Vancouver airport) for incoming international students that include a meal service to accommodate self-isolation.

- **GEC Granville Hotel (Downtown Vancouver)**
  - $1,250 per two weeks, or $1,600 per month (hotel suite)
  - $300 extra for 2 weeks meal plan (lunch and dinner)
- **GEC Pearson (10 mins drive from Vancouver Airport)**
  - $1,250 per two weeks, or $1,800 per month (private studio)
  - $300 extra for 2 weeks meal plan (lunch and dinner)
  - Shared or private bedroom available after self-isolation starting from $600/m

You can find more information and submit an inquiry at:
http://www.studentcommunity.ca/nyitm/
Counselling and support services are available to you during your 14-day quarantine. To access services, you can contact our counselling provider Empower Me at 1-833-628-5589.

Regular and robust monitoring during 14-day period for COVID-19 symptoms, well-being and compliance - In order to assist international students who have arrived in Canada, we have implemented a peer mentorship program. New students are paired to current students primarily by program, and if possible, by country of origin. Each mentor participated in our leadership summit to help them learn to refer students to the appropriate resources, and were provided with an New York Tech Resource guide to help them answer student questions. Student mentors will do regular check in’s with new students during your first 14 days of arrival to offer support and assistance with any resources that you should need.

The process for care should a student develop COVID-19 symptoms - Should any student develop symptoms, even if mild, stay home, avoid other people and contact your Public Health Authority as soon as possible.

Contingency for additional supports if a student should become ill during quarantine - Each student upon registering for Orientation is enrolled in Guard Me, student health insurance and will be provided with medical support should anyone develop COVID-19 Symptoms. For Enrollment Inquiries: admin@guard.me for Claims Inquiries: claims@guard.me

Final screening by a health care professional within 24 hours of the end of self-isolation - it is recommended that once each student has completed their 14-day self-isolation that they received a full screening by a local health care professional within 24 hours of the completion of their isolation. You can find a health practitioner near you through your Guard Me Insurance. Go to www.guard.me and select “find a Canadian Clinic” to find a walk-in healthcare clinic near you.

Coming to Class
**NOTE that effective August 24th BC transit has implemented a mandatory face covering policy and masks will be mandatory if you are taking transit to school.

- Upon arrival, all individuals will be required to have their temperature checked. Anyone with a temperature above 99.8 F degrees (37.6 C) will be asked to leave the campus. We will also be asking other questions to screen for any COVID-19 risks.
○ Please note that at the Downtown campus, masks are required by the building in order for students to ride the elevator to the 17th floor to attend class. Only 4 people are permitted in the elevator at one time, so expect delays in the building lobby downstairs.

○ Please note that at the Broadway Tech Centre campus, masks are mandatory in all common areas.

● Screening Questions – upon arrival to campus you will be asked 3 questions

○ Have you or anyone you have been in contact with travelled outside of the country in the last 14 days?

○ Have you or anyone you have exhibited any symptoms of COVID-19?
  ■ Fever
  ■ New onset of cough
  ■ Difficulty breathing
  ■ Sore throat, difficulty swallowing
  ■ Chills
  ■ Headaches
  ■ Unexplained fatigue/malaise/muscle aches (myalgias)
  ■ Nausea/vomiting, diarrhea, abdominal pain
  ■ Runny nose or nasal congestion without other known cause

○ Have you provided care for or have been in close contact with a person who has been diagnosed with COVID-19?

● We ask all students, faculty and staff to refrain from arriving on campus if they are feeling unwell in any way. If someone in your circle has been diagnosed with COVID-19 then you should not be coming to campus.

○ If you are ill and test positive to COVID-19, we ask that you report this immediately to Sharon Raj at sraj02@nyit.edu.

** NOTE: With Additional COVID screenings in place mean that you will need to allow for additional time to ensure that you are not late for class.

COVID HOME SCREENING
In an effort to reduce congestion in the elevators and lobby of campus, you can complete an online screening test prior to arriving on campus. You can access the home screening app through you New York Tech tiles at www.mynyit.edu

You will need to complete this screening each day that you are planning to arrive on campus OR you can be screened by staff upon arrival.
Click on the COVID-19 Health Screen tile

Click on internal COVID-19 health screen for all faculty, staff and students

Covid-19 Health Screen

COVID-19 Health Screen

INTERNAL COVID-19 HEALTH SCREEN FOR ALL FACULTY, STAFF, AND STUDENTS

INVITE A GUEST NECESSARY TO FACILITATE OFFICIAL BUSINESS

Answer all of the questions as they appear on the screen. Questions appear one at a time.
Once all of the questions appear, you will receive a “cleared” message on the screen and you will receive an email that you must show to the staff upon arrival on campus.

In Our School

- Masks will be mandatory in the elevator and hallways of the campus. They are highly encouraged within the classroom.
- Occupancy within classrooms has been limited so that we can provide 6 ft separation between students. Please do not rearrange the seating.
- Hand sanitizer will be available throughout the campus.
Extra cleaning procedures will be in place but to ensure your work space is safe we will provide cleaning materials in each classroom. We ask that all students clean your desk and chair prior to class starting and when class is completed.

We ask that social distancing be followed while waiting for elevators and at other times in the common areas.

The campus will have signage regarding physical distancing as well as arrows to direct students in one direction through our halls. Please adhere to these

You will notice protective barriers where staff and students interact.

You will be required to book appointments through our booking system to meet with the registrar, bursar or student services.

At this time, we are asking students to leave campus as soon as classes are completed to limit the number of students on campus. Please feel free to connect with your instructors and staff through emails and telephone calls.

The computer lab will be available for use on specific days and times, by appointment only. To check computer lab availability or to book an appointment please do so HERE

- The Downtown computer lab will be open Monday, Wednesday and Friday 9:30 am to 12:00 pm by appointment only
- Broadway Tech Centre computer lab closed

At this time visitors and friends of students are not permitted on campus. If you have a specific requirement where you need to bring a quest to campus, please contact the Director of Student Services at ssvingen@nyit.edu to book an appointment.

Several common areas on campus are CLOSED and you will not this with the yellow caution tape

We realize this is a difficult situation and we are asking everyone to be cautious and follow these procedures to keep everyone safe. Failure to comply with these regulations will be a direct violation of our student code of conduct and may result in disciplinary measures up to and including dismissal from school.

**Amenities Access and Capacities:**

Occupancy within classrooms has been limited so that we can provide 6 ft separation between students. We must adhere to these numbers at all times. Please do not rearrange the seating.

Downtown Campus:
Cubicle space with Bloomberg terminal (need faculty approval, appointment based)
Student lounge - closed
Table Tennis area - closed
Career Services Room - closed
Reception waiting area - closed

Amenities:
Lockers - accessible
Computer lab - accessible on select days only (appointment based)
Student printer - accessible

Broadway Tech Centre Campus:
Classrooms:
#150 Lab - closed
#150 lounge - closed
#150 Kitchenette - closed
#150 TV area - closed

#450 Boardrooms - By appointment only
#450 Cubicle area - closed
#450 student waiting area - closed
#450 kitchenette - closed

** please note that these room closures and access will be assessed and may change at any time.

** PPE Requirements:**
Wearing a mask is mandatory after entering our premises, except for in-person classes (can be taken off only when a student is seated in their class). Please ensure that you use your mask when walking through hallways and using the restrooms.
Beginning Monday, August 24, wearing a mask in common areas of the buildings at Broadway Tech Centre is mandatory. The common areas include parkades, elevators, common area lobbies and corridors, multi-tenant lobbies and corridors and washrooms in common areas and multi-tenant floors.

Proper hand hygiene can help prevent the spread of COVID-19. Signage with handwashing procedures will be posted in locations throughout campus. Regular handwashing with soap and water for at least 20 seconds should be done after the following:

- Before and after eating
- After sneezing, blowing your nose, or coughing
- After using the restroom
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment
- After removing facemask.

If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% ethyl alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water. Hand sanitizer stations will be placed throughout campus, including offices, and will be maintained by the facilities department.