



## Appendix E: FAQs

### **I have concerns about compliance to COVID-19 health and safety requirements. What do I do?**

If you have concerns about compliance of any of these guidelines please talk to your Instructor. If the situation is not resolved please use the hazard reporting tool located here:

<https://share.usask.ca/wellness/Lists/Hazard%20Identification%20Report%20Form/NewForm.aspx>

### **Why do I have to take attendance?**

Taking attendance is mandatory at this time to aid in contact tracing efforts. Faculty and instructors may use the provided chart as an example of taking attendance and use of the Daily Pre-screening Log in Paws but may also use other methods to take attendance.

### **Do I have to self-monitor and log my location every day?**

Everyone, including students, instructors, faculty, and lab instructors or coordinators must self-monitor and keep a log of locations visited on campus each time they are on campus. Faculty and instructors are required to take attendance and can use the provided chart as an example of combining all three requirements in one chart. Students can check off the required information with their own writing implement to avoid losing instruction time and common touch points.

Safety Resources will be doing random spot checks to make sure all students are following the COVID-19 Health and Safety requirements.

### **The doors of my building are locked. Who is going to meet the students at the door?**

It is up to each department running in-person classes to lab instructors or coordinators check-in desks when students are expected to arrive on campus. If a student will be late they must arrange a late arrival with their instructor.

### **Who is responsible for making sure everyone follows traffic flow patterns in hallways/exits?**

Everyone is responsible for making sure students are moving orderly through the buildings and not crowding hallways or exits. If you have concerns and are not comfortable addressing them please report this through the “report a hazard” tool located here:

<https://share.usask.ca/wellness/Lists/Hazard%20Identification%20Report%20Form/NewForm.aspx>

Safety Resources will be doing random spot checks to make sure all students are following the COVID-19 Health and Safety requirements.



## **Who is responsible for making sure students are wearing face masks properly?**

Everyone is responsible for making sure students, faculty, and lab instructors or coordinators are wearing face masks properly. If you have concerns and are not comfortable addressing them please report this through the “report a hazard” tool located here:

<https://share.usask.ca/wellness/Lists/Hazard%20Identification%20Report%20Form/NewForm.aspx>

Safety Resources will be doing random spot checks to make sure all students are following the COVID-19 Health and Safety requirements.

## **Who is responsible for cleaning surfaces in each learning area?**

Faculty members or others responsible for instruction (e.g., laboratory instructors or coordinators or teaching assistants) will wipe down surface areas in their work area after each class. Students are also responsible for disinfecting the touch surfaces around them. For efficiency, instructors may ask for a student volunteer to assist in disinfecting the space. This may include the keyboard, podium, front table, tabletops, etc.

## **Do instructors have to supply their own cleaning supplies?**

Each instructional area must be equipped with a cleaning/disinfection kit with the following:

- Hand sanitizer near the entrance
- A disinfection kit containing the following:
  - A WHMIS exempt USask approved disinfectant spray or pre-moistened wipes.
  - Paper towel
  - Disposable vinyl or nitrile gloves
- A trash receptacle for the wipes and gloves

Please contact your College or Department for more information on supply. Safety Resources can provide basic Classroom Cleaning Kits for teaching areas.

## **Do I have to physically distance in the instructional area?**

All individuals on USask Campuses are expected to remain physically distant unless their activities have been approved for closer interactions (e.g., practical medical care, safety reasons).