



ALBERTA BIBLE COLLEGE  
EST 1932

## **Communicable Disease Prevention Policy**

**Date Approved:** 10/12/2021

**Status:** Inactive

**ABC Department:** All

**Scope of this Policy:** This policy applies to all ABC staff, faculty, students, volunteers, and visitors to minimize the risk of transmission of communicable disease. It will be activated when public health measures or health-related states of emergency require. It will be deactivated when these measures/states of emergency are not in place.

**Definitions:** (Note: a person may fulfill more than one of the roles defined below. Such persons should follow the guidelines that pertain to their primary role at ABC for the purposes of any particular visit).

1. ABC community member: An ABC staff, faculty, student, volunteer, or visitor.
2. Staff: A person who is under contract to work for ABC on either a part-time or full-time basis.
3. Faculty: A person who is under contract to teach at ABC on either a part-time or full-time basis. This includes adjunct faculty.
4. Outbreak: See "[Outbreaks in Alberta.](#)"
5. Hand hygiene
6. Student: A person who is enrolled in a program of study at ABC. This includes unclassified students.
7. Volunteer: A person who requires access to ABC's campus on a one-time, irregular, or regular basis for the purposes of conducting volunteer work. Such persons will have completed the ABC screening process.
8. Visitor: A person accessing ABC's campus on a one-time or irregular basis.
9. Rental individuals/groups: An individual or group who rents space on ABC property for any activity.

### **Policy:**

Alberta Bible College will comply with municipal, provincial, and federal health measures to limit the spread of communicable diseases. These measures will evolve over time, and this policy will be updated accordingly. At all times, ABC will also be guided by the values/convictions of: concern for whole-person wellness, care for the other person demonstrated through self-sacrifice, and respect for authority. ABC's ongoing approach to limiting the spread of communicable diseases will include (but is not necessarily limited to):

1. Hybrid learning options
2. Self-screening and rapid response



ALBERTA BIBLE COLLEGE  
EST 1932

3. Physical distancing
4. Mask wearing
5. Hand hygiene
6. Cleaning and sanitization
7. Community awareness
8. Areas/activities for special consideration
9. Rental individuals/groups

**Procedures:**

1. Hybrid learning options
  - a. ABC's Communicable Disease Decision Tree, found in the appendix of this policy, will guide college administrators regarding if/when to move classes to either a hybrid or fully online teaching and learning environment.
2. Self-screening and rapid response
  - a. Members of the ABC community who are feeling unwell will stay home until they are well and follow the protocols outlined in ABC's Communicable Disease Rapid Response Plan. To help discern what "unwell" means, see item 2.b. below.
  - b. Staff, faculty, students, volunteers, and visitors/guests will conduct daily self-screening of symptoms through use of the [COVID-19 Alberta Health Daily Checklist](#).
  - c. Anyone who answers "yes" to any question on the checklist is not allowed to participate in ABC's on-campus or off-campus activities.
  - d. Digital thermometers to aid with temperature checks are available in the main office.
  - e. Any attendees who begin to experience communicable disease symptoms while participating in ABC community activities are required to follow the protocols outlined in ABC's *Communicable Disease Rapid Response Plan*.
  - f. When college administration learns of a positive case of COVID-19, and the affected person has participated in in-person ABC activities within the last ten days, it will communicate this information to the ABC community within twenty-four hours and encourage the community to monitor for symptoms. The identity of the individual who has tested positive will not be identified.
3. Physical distancing
  - a. ABC will require community members to practice physical distancing in accordance with government mandates in place at the time.
  - b. The maximum number of persons permitted for any gathering will be determined by public health restrictions in place at the time.
4. Mask wearing
  - a. ABC will require community members to wear masks in accordance with government mandates in place at the time. During these times, masks are required



## ALBERTA BIBLE COLLEGE

EST 1932

- when multiple people are travelling in the college van or in private vehicles used for a college activity.
- b. Extra disposable masks will be available in the main office.
5. Hand hygiene
- a. Hand sanitizing stations will be available at the campus main entrance and in hallways.
  - b. Signs throughout campus will encourage good hygiene practices, including: washing hands with soap and water regularly, and avoiding touching your face.
6. Cleaning and sanitization
- a. Campus facility staff will conduct regular sanitization of high-traffic areas and high-contact surfaces.
  - b. Sanitization schedules will be posted on all restroom doors, indicating what surfaces have been sanitized, who did the sanitizing, and when sanitization occurred.
  - c. Routine checks of high-traffic areas will ensure that they are clean and stocked with necessary hygiene items (e.g., soap, paper towels).
  - d. A phone number will be posted on bathroom doors for attendees to contact if there are sanitization concerns.
7. Community awareness
- a. ABC will provide its community members access and orientation to ABC's *Communicable Disease Prevention Policy* and *Communicable Disease Rapid Response Plan*. These policies will be posted on ABC's website and on Populi.
  - b. Signs on campus will remind community members about key pieces of these policies/plans.
8. Areas/activities for special consideration
- a. Procedures guiding the use of/participation in special areas/activities include:
    - i. Chapel
      - During times of elevated transmission of communicable disease in Calgary, communion will be celebrated using pre-packaged, individual portions.
    - ii. Library
      - Hand sanitizer will be available at the library entrance and by the book-sale table.
      - Users will sanitize their workstation when they are finished. Wipes are provided in the library to sanitize workstations.
      - Restrictions to physical resources may occur during times of elevated transmission of communicable disease.
    - iii. Classrooms
      - Classroom furniture will be arranged to allow for physical distancing in accordance with government mandates in place at the time.



## ALBERTA BIBLE COLLEGE

EST 1932

- Classrooms will be sanitized daily when classes are being held on campus and/or in accordance with government mandates in place at the time.
- iv. Gymnasium/Fitness centre.
- Spacing between users of the fitness centre will follow government mandates in place at the time. Limits on the number of users who can access the space at the same time may also be in effect.
  - Hand sanitizer will be placed at the entrances/exits of the gymnasium and the fitness centre.
  - To reduce the dispersion of droplets, fans should not be used.
  - For activities that require shared equipment (e.g., basketball, volleyball), participants should perform hand hygiene before and after participating.
  - Users must sanitize any shared equipment after use.
- v. Field Experience
- Field experience students will abide by the terms of ABC's Communicable Disease Prevention Policy and Communicable Disease Rapid Response Plan.
  - Where host organization policies are more stringent than ABC's policies, the more stringent policies will prevail.
- vi. Food serving events (e.g., community lunch/PACE snack, graduation banquet)
- Personnel involved in preparing and serving will wear gloves and practice hand hygiene frequently.
  - No self-service by diners will be permitted.
  - Hand sanitizer will be available at the entrances/exits of the dining area, as well as at the start of any food or beverage line.
  - Diners will sanitize their hands before collecting their food or beverage.
  - When coffee, tea, and hot water is served, users will avoid touching their cup to the dispenser. Cream and sugar will be pre-packaged. Stir sticks will not be provided.
- vii. Graduation
- ABC's graduation ceremony (and related activities) will be governed by federal, provincial, and municipal guidelines regarding public gathering.
9. Rental individuals/groups



**ALBERTA BIBLE COLLEGE**  
EST 1932

- a. The individual supervising the activity will be responsible to ensure that their participants comply with public health measures in place at the time.

**Related Information:**

1. Alberta Bible College *Communicable Disease Rapid Response Plan*.

**Sources and Resources:**

1. **COVID-19 Alberta Health Daily Checklist (Government of Alberta)**
  - <https://open.alberta.ca/publications/covid-19-information-alberta-health-daily-checklist>
2. **General Guidance for COVID-19 and Other Respiratory Infections (Government of Alberta)**
  - <https://open.alberta.ca/publications/general-guidance-for-covid-19-and-other-respiratory-illnesses>
3. **“Outbreaks in Alberta”**
  - <https://www.alberta.ca/covid-19-alberta-data.aspx#p25721s5>
4. **“Covid-19 Workplace Outbreak Frequently Asked Questions (FAQ)”**
  - <https://www.albertahealthservices.ca/assets/info/ppih/if-ppih-covid-19-workplace-outbreak-faq.pdf>

**Policy History:**

<b>Date</b>	<b>Author’s Name</b>	<b>Key Changes</b>	<b>Approved By</b>
Sept. 1, 2021	David Ford (Academic Dean), Cory Pytlarz (Student Development Dean)	New policy	President’s Cabinet
Sept. 16, 2021	Cory Pytlarz (Student Development Dean)	<ul style="list-style-type: none"><li>• Updates to masking and physical distancing requirements</li><li>• Addition of procedure for informing ABC community when positive Covid cases occur</li></ul>	President’s Cabinet
Oct. 12, 2021	David Ford	Added “outbreak” definition and resources	President’s Cabinet
April 5, 2022	David Ford (Academic Dean), Cory Pytlarz (Student Development Dean)	Major revision	President’s Cabinet



ALBERTA BIBLE COLLEGE  
EST 1932

June 2, 2022	Cory Pytlarz (student development dean)	Reduced fourteen days to ten days related to communicating COVID-19 cases	President's Cabinet
August 24, 2022	Cory Pytlarz (student development dean)	Policy Deactivated Policy Activation/deactivation statement added	President's Cabinet
Oct. 3, 2023	Cory Pytlarz (Student Development Dean), David Ford (Academic Dean	Addition of Communicable Disease Decision Tree and related amendment of Procedure 1.a.	President's Cabinet

Revised 11/1/2023 9:01:00 AM  
Policy due for review on: One year from last revised date



### Appendix: Communicable Disease Decision Tree

