



Classroom Protocol for Students

UPEI has developed several plans and protocols to ensure that face-to-face teaching and learning can be conducted safely during the COVID-19 pandemic. The University has worked closely with the PEI Chief Public Health Office (PEI-CPHO) to develop a protocol for the safe use of classrooms. This Protocol will be updated as needed to reflect current PEI-CPHO guidance. Class sizes will vary; however, each class must follow the same protocol. Prior to attending their first in-person class during each semester, students must log into Moodle where they will be directed to update their contact information.

The following measures are in place to protect the health and safety of students and faculty participating in face-to-face classes:

1. Students and instructors will be required to wear a three-layer mask in all campus buildings at all times, including in classroom settings. Wearing a mask is not an option, but a mandatory requirement.
2. Whenever possible, students should be seated 2 metres/6 feet apart and the instructor should position themselves 2 metres/6 feet from students while teaching. If 2 metres/6 feet apart, students may remove their mask while seated; if the instructor is able to maintain 2metres/6 feet from students, they may remove their mask while teaching.
3. Students are asked to limit what they bring to the classroom. All items such as knapsacks, purses, coats, etc., must be placed under or on the student's seat, or on the adjacent seat.
4. No food or beverages are permitted in the classroom.
5. Signage will be posted to remind students and faculty of public health etiquette and to direct traffic flow.
 - There will be one dedicated entrance and exit to each classroom. Physical distancing must be maintained at all times during the entry and exiting of classrooms. Students must practice physical distancing while waiting to enter the classroom. Students should fill the back rows of seats first and then work their way forward. After all

- students have arrived, no one else may enter until after the current occupants have vacated the classroom.
- When entering and exiting a classroom, particular attention must be made to traffic flow to ensure that physical distancing is maintained in hallways. There will be directional signage to indicate how to enter and exit the hallway.
6. Classes will be scheduled to ensure there is adequate time to follow entry/exit protocols.
 7. A hand sanitizer station will be available at each building entrance and exit. Also, each classroom will be outfitted with COVID-19 supplies such as disinfectant, paper towel, hand sanitizer, and three-layer masks (if classroom occupants require a replacement).
 8. Frequently-touched hard surfaces will be disinfected by custodial staff at the end of each instructional day. These include:
 - Table/desk surfaces
 - Hard-surface seats
 - Arms of seats
 - Workstations
 - Keyboard/mouse/monitors
 - Podiums
 9. Custodial staff will do a thorough cleaning of classrooms at the end of each day.