



COVID-19 Controls for Trent University Essential Visitors and Contractors

Trent Forward safety guidelines have been designed to enable the return to campus in a way which minimizes the risk of an outbreak of COVID-19 at the University, and to protect the health & safety of the Trent community.

Face Coverings:

All contractors and visitors to Trent campuses must adhere to the safety protocols in place to help minimize the risk of COVID-19 transmission while on Trent property, including the [Mandatory Use of Face Coverings to Prevent the Spread of COVID-19](#).

Contractors must provide their own face coverings / non-medical masks, as would be expected of all PPE.

Volunteers (e.g. varsity team coaches) will be supplied with 1 complimentary face covering each.

Mandatory COVID-19 Daily Screening:

In accordance with [Ontario Government regulations \(O.Reg. 364/20\)](#), all contractors and visitors must complete a mandatory COVID-19 screening each day before arriving on Trent's campuses and/or entering any Trent buildings or spaces. Trent's online screening tool for visitors and contractors can be found at trentu.ca/screen.

Delivery personnel, contractors, and other essential visitors who can demonstrate they have a process in place to meet the provincial workplace screening requirements are **not** required to complete Trent's daily screening tool.

If your employer already has a daily COVID-19 screening tool or process in place, please complete the [Screening Confirmation form](#) and provide it to your Trent University contact.

Managers are required to maintain a copy of both forms for the duration of the contract plus 30 days.

Other COVID-19 Workplace Controls:

While working on campus, always maintain at least 2m /6ft physical distance from others. Wear a face covering. Greet people with a wave. Follow directional signage and floor markings.

Please remember to continue to practice physical distancing during breaks and in common spaces.

Wash your hands frequently. If you cannot wash your hands, use hand sanitizer after contacting high-touch surfaces such as: door handles, keyboards, railings, commonly used equipment, phones, faucets, controls, light switches, benches, and computer mice.

Facilities Management will be providing enhanced disinfection of high touch areas in the public spaces of buildings (corridors, stairwells, and entrance and exit areas, washrooms) as often as resources permit.

Resources:

- Trent University [COVID-19 website](#)
- [How to safely wear/clean a cloth mask or face covering](#)
- Poster: [Wear a Face Covering](#) (Ministry of Health)
- Poster: [Stop Before Entering Poster](#)
- Poster: [6-steps for handwashing](#)
- Poster: [Hand sanitizing](#)

Please sign and date this document and send to your Trent University contact / sponsor.

I _____ confirm that I have read and I understand the COVID-19 protocols in place at Trent University, and I will abide by these protocols at all times while on Trent property.

Dated: _____

Must be retained for the duration of the contract plus 30 days.