

## **Provincial/Local lockdown or Stay at home order:**

### Campus Access

All courses and labs will be offered virtually. Only employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During the COVID-19 lockdown/stay at home order, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Please complete a [campus access form](#) for building access to film or pick up materials. As always, please complete the employee [questionnaire](#) prior to any visit to campus.

### Mail pickup

Employees who are required to pick up mail from campus in order to work from home will be contacted once per week by the Welcome Desk staff, (Mother St. James building) to arrange for a pickup time. Please complete the employee [questionnaire](#) prior to any visit to campus.

### Pay and Hours of work

Frontline services are public facing services required on campus to maintain the health and safety of students, faculty, and staff. Employees in frontline service roles will be paid a premium for hours worked on campus during the lockdown framework. Frontline services during the lockdown framework are: Clare Hall reception, St. James welcome desk, residence staff, food services staff, and custodial staff. Managers in level 8 or above do not receive the frontline premium.

### Mercato

Food Services are available to residence students only and are closed to employees.

### Chapel Services

Chapel Services will be limited to religious rites or ceremonies for the existing Chapel Community only. Chapel Services will remain available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup Mondays and Fridays from 1-4pm. Digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.

## **Provincial COVID-19 Response Framework - GREY:**

### Campus Access

All courses and labs will be offered virtually. Only employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During COVID-19 Grey Response framework, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**, including filming of labs and pickup of materials. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Please complete a [campus access form](#) for building access to film or pick up materials. As always, please complete the employee [questionnaire](#) prior to any visit to campus.

### Mail pickup

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### Pay and Hours of work

Frontline services are public facing services required on campus to maintain the health and safety of students, faculty, and staff. Employees in frontline service roles will be paid a premium for hours worked on campus during the Grey Response Framework. Frontline services during the Grey Response framework are: Clare Hall reception, St. James welcome desk, residence staff, food services staff, and custodial staff. Managers in level 8 or above do not receive the frontline premium.

### Mercato

Food Services are available to residence students only and are closed to employees.

### Chapel Services

Chapel Services will be limited to religious rites or ceremonies for the existing Chapel Community only. Chapel Services will remain available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup Mondays and Fridays from 1-4pm. Digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.

## **Provincial COVID-19 Response Framework - RED:**

### Campus Access

All courses and labs will be offered virtually. Only employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During COVID-19 Red Response framework, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**, including filming of labs and pickup of materials. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Please complete a [campus access form](#) for building access to film or pick up materials. As always, please complete the employee [questionnaire](#) prior to any visit to campus.

### Mail pickup

Employees who are required to pick up mail from campus in order to work from home will be contacted once per week by the Welcome Desk staff, (Mother St. James building) to arrange for a pickup time. Please complete the employee [questionnaire](#) prior to any visit to campus.

### Pay and Hours of work

Frontline services are public facing services required on campus to maintain the health and safety of students, faculty, and staff. Employees in frontline service roles will be paid a premium for hours worked on campus during the Red Response Framework. Frontline services during the Red Response framework are: Clare Hall reception, St. James welcome desk, residence staff, food services staff, and custodial staff. Managers in level 8 or above do not receive the frontline premium.

### Mercato

Food Services are available to residence students only and are closed to employees.

### Chapel Services

Chapel Services will be limited to religious rites or ceremonies for the existing Chapel Community only. Chapel Services will remain available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup Mondays and Fridays from 1-4pm. Digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.

## **Provincial COVID-19 Response Framework - ORANGE:**

### Campus Access

All courses and labs will be offered virtually. Only employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During COVID-19 Orange Response framework, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**, including filming of labs and pickup of materials. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Buildings will be locked and will be accessible by key card access only. As always, please complete the [employee questionnaire](#) prior to any visit to campus.

### Mail pickup

Employees who are required to pick up mail from campus in order to work from home will be contacted once per week by the Welcome Desk staff, (Mother St. James building) to arrange for a pickup time. Please complete the [employee questionnaire](#) prior to any visit to campus.

### Pay and Hours of work

Frontline services are public facing services required on campus to maintain the health and safety of students, faculty, and staff. Employees in frontline service roles will be paid a premium for hours worked on campus during the Orange Response Framework. Frontline services during the Orange Response framework are: Clare Hall reception, St. James welcome desk, residence staff, food services staff, and custodial staff. Managers in level 8 or above do not receive the frontline premium.

### Mercato

Food Services are available to residence students only and are closed to employees.

### Chapel Services

Chapel Services will be limited to religious rites or ceremonies for the existing Chapel Community only. Chapel Services will remain available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup Mondays and Fridays from 1-4pm. Digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.

## **Provincial COVID-19 Response Framework - YELLOW:**

### Campus Access

All courses and labs will be offered virtually. Employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During COVID-19 Yellow Response framework, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**, including filming of labs and pickup of materials. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Buildings will be locked and will be accessible by key card access only. As always, please complete the [employee questionnaire](#) prior to any visit to campus.

### Mail pickup

Employees who are required to pick up mail from campus in order to work from home will be contacted once per week by the Welcome Desk staff, (Mother St. James building) to arrange for a pickup time. Please complete the [employee questionnaire](#) prior to any visit to campus.

### Frontline Pay

The frontline premium is not paid during the Yellow Framework

### Mercato

Food Services are available to residence students and for employees working on campus. Seating capacities in the Mercato will be limited.

### Chapel Services

Chapel Services will be available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup and digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.

## **Provincial COVID-19 Response Framework - GREEN:**

### Campus Access

All courses and labs will be offered virtually. Employees required to maintain the health and safety of students, faculty, and staff, provide continuity of critical services, or provide preservation of equipment, buildings and the premises will be allowed to work on campus. During COVID-19 Green Response framework, designated employees will be Clare Hall reception staff, St. James welcome desk staff, residence staff, food services staff, and custodial staff.

Employees in maintenance and ITS may be required onsite for continuity of services, and preservation of the premises. The Library will offer curbside pick up and digital delivery services on limited days. All other employees will work remotely and will have campus access **only for limited exceptions**, including filming of labs and pickup of materials. Safety of our employees and students living in residence is the goal of limiting the number of people on campus. Buildings will be locked and will be accessible by key card access only. As always, please complete the employee [questionnaire](#) prior to any visit to campus.

### Mail pickup

Employees who are required to pick up mail from campus in order to work from home will be contacted once per week by the Welcome Desk staff, (Mother St. James building) to arrange for a pickup time. Please complete the employee [questionnaire](#) prior to any visit to campus.

### Frontline Pay

The frontline premium is not paid during the Green Framework.

### Mercato

Food Services are available to residence students and for employees working on campus. Seating capacities in the Mercato will be limited.

### Chapel Services

Chapel Services will be available virtually to the community. See the [Campus Ministry website](#) for more information.

### Library Services

The Library will offer contactless pickup and digital delivery services will also be available. All other services will be virtual. See the [Library website](#) for more information.