

September 7, 2021

Good morning,

Welcome to September and another return to campus email as our students return to campus this week, new employees commence employment at Brescia and more employees gradually return to campus. The following information is provided to help guide Brescia employees towards a safe, smooth transition back to campus.

EAP – Return to Campus Session today!

Change is hard. Learning to bounce back is hard. In our world of COVID-19, change is ever present and our need for resiliency is undeniable. Join our EAP provider this afternoon as we discover practical strategies to address the overwhelming feelings we experience. We will learn application exercises that are intended to ensure you leave this webinar with additional tools to help you, your colleagues and your students navigate the return to on-campus learning. A second session offering will be held on September 22, 2021.

Join us today from 1pm – 2:30pm at the zoom link:
<https://westernuniversity.zoom.us/j/99049317388> Password: 557847

Employee Pre-Arrival Checklist

Complete the Pre-Arrival requirements below.

1. **Proof of Vaccination - COMPLETE ONCE**

Employees who will be working on campus as of September 7, 2021 must upload their proof of vaccination via the link received in the Western Vaccination Proof email that each employee should have received.

Those who have not provided proof that they are fully vaccinated have until October 12, 2021 to submit proof of full vaccination and will be required to be tested for COVID-19 twice per seven-day calendar period in the week prior to attending campus, and maintain testing throughout weeks attending campus, with results submitted to the University.

Brescia is following Western's protocols and aligning our practices with the policy. This will ensure consistency as students and employees move between campuses. Download a copy of Western's [vaccination policy](#) for full details.

Do you need more information? Read the Employee Vaccination/Testing Information FAQ's attached, and review the [vaccination policy](#) for full details.

Questions regarding your individual COVID-19 vaccinations or testing? Email vaxinfo@uwo.ca

2. **Employee Self Assessment – screening questionnaire - COMPLETE EVERY DAY**

All employees are required to complete the [employee screening questionnaire](#) each day, prior to arriving on campus, regardless of vaccination status. You can also easily access this link directly from Brescia's [COVID-19 web page](#) by selecting the "Faculty/Staff" option.

3. **Employee COVID-19 Safety Training Video - COMPLETE ONCE**

You are strongly encouraged to watch the required COVID-19 Safety Training video prior to your return to campus. Reminders will be sent out to employees to complete this training video.

Do you need more information? Read the Employee Required Training FAQ's attached

4. Physical Distancing Requirements are still in place during [Step 3 of the Ontario Roadmap to Reopen](#).

5. **Employee Arrival Information and FAQ's**

Attached you will find an FAQ document that covers information to help you navigate the return to campus and covers many of the questions we have received from employees. Please note that the FAQ's attached are relating to employees. Faculty have also received information and FAQ's from the Academic Dean's Office with information and FAQ's relating to specifically to student protocols, instruction and classroom topics. More information will continue to be provided as there are changes that need to be communicated to our community. We have many new employees starting each week so you will notice some information is repeated from previous messaging, and information is updated weekly so that you have the most recent changes.

Responding to COVID-19 in the workplace

Attached you will find information relating to responding to COVID-19 in the workplace. This is a draft of the language that will be included in the Campus Guide, Section C as referenced in the FAQ's.

Links to Forms and Documents

[Employee Questionnaire](#)

[MLHU COVID-19 Vaccine Eligibility website](#)

[Ontario COVID-19 Vaccine Appointment Information Website](#)

[Ontario Roadmap to Reopen](#)

[Western COVID-19 Vaccination and Testing Centre Information](#)

[Western Vaccination Policy](#)

Thank you so much for continuing to keep our campus as safe as possible!



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Please reach out with any questions.

Thanks,
Ingrid Christensen
Acting Director of Human Resources