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**7.D-2020: Student Code of Conduct during COVID-19 Policy and Procedure**

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**1. Overview**

St. Mary's Health and Safety Policy supports the University commitment to foster an environment that ensures the safety, security and civility of all students, staff, faculty, contractors, self-employed persons, and visitors. Recognizing that this is an unprecedented situation and that St Mary's is a place of learning and development, our response to students who fail to adhere to COVID-19 prevention guidelines while on campus will be driven by an educational approach with an option to engage St. Mary's Health and Safety COVID-19 protocols and Student Non-Academic Misconduct procedures when appropriate.

**2. Purpose**

In agreement with St. Mary's Health and Safety COVID-19 protocols, the policy hereby applies to the responsibilities of students to follow all St. Mary's COVID-19 protocols and guidelines, all AHS directives, and the City of Calgary Temporary Face Coverings Bylaw, including but not limited to mask-wearing, following assessment checklist, notifying the Director of Facilities, Safety and Security of a possible positive case or contact with someone who might be positive, as well as following the self-isolation protocols. This Policy defines the principal COVID-19 related breaches and procedures for their investigation and any potential discipline related thereto.

**3. Scope**

This policy applies exclusively to the Non-Academic Conduct of all Students related to COVID-19 breaching of protocols. It does not apply to matters of Academic Integrity, which are covered by the Student Academic Misconduct Policy or any other matter covered by the Student Non-Academic Misconduct Policy. All Members of the St. Mary's University Community share responsibility for complying with and enforcing Non-Academic Conduct standards and Campus Behaviour during the COVID-19 crisis.

Approval Authority	Responsible Office	Effective Date	Date Last Revisited	Review Frequency
Academic Council	Enrolment & Student Experience	September 28, 2020	September 28, 2020	Every 5 years

#### **4. Definitions**

- 4.1 "COVID-19 breaching of protocols" means conduct that is prohibited as outlined in this policy.
- 4.2 "Incident" an event or occurrence when there is a breach of this policy.
- 4.3 "Student" means any person registered in an undergraduate program at St. Mary's University or otherwise taking credit or non-credit courses offered by St. Mary's University, or any person who was a student at the time the alleged breach occurred.
- 4.4 "St. Mary's" means St. Mary's University.
- 4.5 "Campus" means the physical grounds of the University's campus.

#### **5. Incidents and Procedures**

- 5.1 First Incident: failure to follow the preventive guidelines as per St. Mary's Mandatory Face Coverings Policy, following all AHS directives, and the City of Calgary Temporary Face Coverings Bylaw, including but not limited to mask-wearing, following assessment checklist, notifying the Director of Facilities, Safety and Security of a possible positive case or contact with someone who might be positive, as well as following the self-isolation protocols will result in the Director of Facilities, Safety and Security documenting of student information and incident and the student will receive educational materials on the importance of following preventative guidelines and resources available.
  - 5.1.1 Procedure: These incidents will be reported to the Office of Student Affairs for record keeping until the COVID-19 pandemic is deemed by St. Mary's to have concluded.
- 5.2 Second Incident: failure to follow the preventive guidelines as per St. Mary's Mandatory Face Coverings Policy, following all AHS directives, and the City of Calgary Temporary Face Coverings Bylaw, including but not limited to mask-wearing, following assessment checklist, notifying the Director of Facilities, Safety and Security of a possible positive case or contact with someone who might be positive, as well

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as following the self-isolation protocols will result in the Director of Facilities, Safety and Security documenting student information and incident and the student will receive educational materials on the importance of following preventative guidelines and resources available.

- 5.2.1 Procedure: A second incident will trigger a written warning from the Office of Student Affairs that will reiterate the expectations and resources available to the student.

Third Incident: failure to follow the preventive guidelines as per St. Mary's Mandatory Face Coverings Policy, following all AHS directives, and the City of Calgary Temporary Face Coverings Bylaw, including but not limited to mask-wearing, following assessment checklist, notifying the Director of Facilities, Safety and Security of a possible positive case or contact with someone who might be positive, as well as following the self-isolation protocols will result in the Director of Facilities, Safety and Security documenting student information and incident and the student will receive educational materials on the importance of following preventative guidelines, and resources available.

- 5.2.2 Procedure: A third incident will trigger a requirement to meet with the Director of Student Affairs to review expectations, understandings and at the discretion of the Director of Student Affairs, may result in the suspension of Campus access privileges following the definitions, guidelines and processes of the Student Non- Academic Misconduct Policy and Procedure.

## **6. Related Policies and Documents**

- 6.1 [The City of Calgary's Temporary Face Coverings Bylaw 26M2020](#)
- 6.2 COVID-19: Guidance for Post-Secondary Institutions
- 6.3 Occupational Health and Safety Starter Kit
- 6.4 Occupational Health and Safety Code.
- 6.5 Occupational Health and Safety Act
- 6.6 St. Mary's Mandatory Face Coverings Policy
- 6.7 St. Mary's University Health and Safety Policy
- 6.8 St Mary's University Student Non-Academic Misconduct and Procedure
- 6.9 St Mary's University Campus Integrity and Human Rights Policy
- 6.10 University Calendar