1. **General Rules:**

1.1. All established emergency protocols and safety rules remain in effect

1.2. Follow all signage and observe 2 metre social distancing

1.3. Face coverings are required in all public spaces, hallways and in the workshops. Wearing face coverings is recommended at all times in shared studios and required when circulating in studio spaces. Persons with medical reasons preventing them from using face coverings should consult a technician when entering the workshops.

1.4. Touch nothing unless it is necessary

1.5. Only enter spaces in which you are enrolled in class or that you have been granted access to by technicians or instructors

   1.5.1. The deck on the 6th floor and AB 672 are available for waiting between classes and for eating and drinking. Users will be responsible for sanitizing before and after use.

1.6. Do not eat or drink in the undergraduate studios

1.7. No visitors are allowed

1.8. Do not move furniture around

2. **Access and Circulation:**

2.1. The following doors will be opened before commencement of classes at 8:30 am and locked at 5:00 pm every weekday: Main entrance, Centre North Deck entrance, Centre South Deck entrance.

2.1.1. There will be no general undergraduate access on weekends. Students with authorization may stay late on weekdays if they have another safety-trained studio buddy within shouting distance or inform campus Security through a phone call or the SoloSafe function of the UC Emerge app.

2.2. Entrances: Use the main stairwell and doors as well as the centre north stairwell and deck doors.

2.3. Exits: Use the corner and south centre deck building exits and corner and south deck stairwells to leave the building.

2.4. Access to the seventh floor is by the north stairwell and exit is by the south.

2.5. Access to workshops will be during approved class times or by e-mail appointment only.

**Continued...**
3. **Cleaning:** Plans are in place for cleaning staff to sanitize touchpoints in public areas and inside class spaces including doorknobs, light switches, faucets, tables, chairs, etc. before and after classes. Because of the number of pieces of equipment and the nature of use in the Department of Art facilities, it is strongly recommended that users (students, faculty, and staff) follow these protocols and sanitize spaces and equipment themselves with available supplies:

3.1. Virox Wipes containers and hand sanitizer stations should be available in each studio: Request wipes through the Integrated Service Centre. If you run out and need them right away Contact Steve Nunoda. If Virox wipes are unavailable, ethanol spray bottles will be provided.

3.2. Cleaning and Disinfecting Instructions:

   3.2.1. Use a two-step process: Thoroughly clean any dirt from surfaces before sanitizing.

   3.2.2. Use 70% (min.) ethanol solution and/or DIN – identified virucidal cleaners / wipes for disinfecting. Follow all package instructions when using disinfectant products.

   3.2.3. Disinfectant wipe use: Wipe hard surfaces thoroughly and allow to air dry.

   3.2.4. Disinfectant spray cleaner use: Apply liberally, let sit for 3-5 minutes then wipe off with a clean paper towel.

   3.2.5. Disposable gloves are recommended when using disinfectant cleaners.

3.3. Complete the following upon entry and repeat as needed during work period.

   3.3.1. Sanitize / wash hands

   3.3.2. Disinfect following contact surfaces on entry and frequently through the class.

      3.3.2.1. Sanitization stations, paper towel and soap dispensers and sink
      3.3.2.2. Interior doorknobs, ventilation switches & light switches
      3.3.2.3. PPE (safety glasses, face-shields), eyewash if present and first aid kit
      3.3.2.4. Work surfaces, seating and computer equipment.

   3.3.3. Disinfect shared equipment, dispensers and tools before and after each use.

   3.3.4. Repeat sanitization on exit in stated order:

      3.3.4.1. Work surfaces; shared equipment touchpoints; tools
      3.3.4.2. Sanitize / wash hands; sanitize sink / sanitization station