

**From:** [Information Sheridan](#)  
**To:** [sheridan-staff](#)  
**Subject:** New Policy For Return To Campus  
**Date:** August 20, 2020 2:23:17 PM

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Dear Colleagues,

We reported earlier this month that a significant amount of work is underway to prepare for a safe and healthy return to campus, when the time is right. As Sheridan gradually resumes on campus operations in support of galvanizing education in this ever-changing world, a new [COVID-19 Campus Policy](#) that defines the protocol for our gradual return to campus has been approved and implemented. Please log in with your Sheridan credentials to view the document.

This policy and its associated procedures outline the measures Sheridan and our community members must take to collectively prevent the transmission of COVID-19, ranging from hygiene and the sanitation of spaces to mandatory training requirements prior to accessing any campus facility.

This [COVID-19 Campus Policy](#) is framed by information and guidance from federal, provincial and local public health authorities. The policy's guiding principles recognize that the assurance and protection of everyone's safety and wellness on campus during this unprecedented situation is a shared responsibility.

Our gradual return to campus will take the following factors into account:

1. Conscious planning and approval of access to Sheridan properties
2. Conscious and thoughtful use of Sheridan space
3. Promotion of good hygiene practices
4. Enhanced cleaning and disinfecting
5. Empowering the Sheridan community through training and education

We have demonstrated our flexibility, agility and resilience in meeting the challenges presented earlier this year – and as we prepare to resume on-campus life, we're confident our community members will uphold that responsibility.

In the next few days, we will be launching an information site, covering return to campus procedures, frequently asked questions and highlighting the shared responsibility we have in ensuring everyone's health and safety on campus. We'll also continue to share information as it becomes available.

#### **Reminder: Remote Work**

An analysis of all positions across Sheridan is underway to identify which employees can continue to work remotely, and which employees might return to campus. Once this work has been completed over the next few weeks, non-teaching employees will be informed by their manager as to the likelihood of being assigned to work on campus in September, or earlier if required.

Sheridan is planning a Fall semester in which employees will continue to work from home whenever possible, while still meeting the needs of our students, partners, and other stakeholders. A remote work protocol has been developed to support employees who will continue to work from home. The protocol can be found [here](#), as well as on the [COVID-19 Employee Resources page](#).

We appreciate everyone's incredible effort and dedication throughout these challenging times. Thank you for your continued commitment to ensuring the health and safety of our Sheridan community.

Kathryn Cameron  
Chief Risk Officer