

University Settlement Policy			
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Issued:	July 28, 2020	Effective:	July 28, 2020
Revised:	July 31, 2020		

POLICY STATEMENT

University Settlement (US) considers the health and safety of its staff, users, and members to be its top priority and is following the direction of Public Health, the City of Toronto and the Province of Ontario with regard to measures taken in response to COVID-19.

In compliance with the City of Toronto By-Law 541-2020, University Settlement shall require all persons entering or remaining in any of its three facilities to wear a Mask or Face Covering with the exceptions outlined in the SCOPE section. In addition, the agency shall post signs at each of its locations that state:

ALL PERSONS ENTERING OR REMAINING IN THESE PREMISES SHALL WEAR A MASK OR FACE COVERING WHICH COVERS THE NOSE, MOUTH AND CHIN AS REQUIRED.

PURPOSE

The Medical Officer of Health for the City of Toronto has advised that since physical distancing is difficult to maintain in enclosed public spaces, temporary regulations are necessary that require businesses and organizations that have enclosed spaces open to the public, to adopt a policy to ensure that persons wear a Mask or Face Covering when entering or remaining in the facility.

Wearing a non-medical Mask or Face Covering is a practical and effective method to limit the spread of COVID-19 particularly when it is used in combination with frequent handwashing, staying home when sick, and physical distancing, when possible.

SCOPE

This Policy applies to every employee, contractor, worker, volunteer, student, external service provider, client and non-employee who enters any one of University Settlement's facilities including 23 Grange Rd., 6075 Yonge St. 4th floor, and 720 Spadina Ave., Unit 218.

The policy includes the following exemptions from the requirement to wear a Mask or Face Covering:

1. Children under two years of age
2. Persons with an underlying medical condition which inhibits their ability to wear a Mask or Face Covering (e.g. Asthma)
3. Persons who are unable to place or remove a Mask or Face Covering without assistance
4. Employees and agents of Agency within an area designated for them and not for public access, or within or behind a physical barrier
5. Where requiring a person or persons to wear a mask or face covering would violate the Ontario Human Rights Code

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GUIDELINES

- a. Subject to the exemptions set out in the SCOPE section above, this policy requires that everyone entering or remaining in any indoor spaces at University Settlements sites must wear a Mask or Face Covering
- b. "Mask or Face Covering" means a Mask, balaclava, bandana, scarf, cloth or other similar item that covers the nose, mouth and chin without gaping.
- c. The Mask or Face Covering should cover one’s nose, mouth and chin, without gaping.
- d. The policy shall permit the temporary removal of a Mask or Face Covering where necessary for the purpose of receiving services, or while actively engaging in an athletic or fitness activity.
- e. The policy shall not require employees or members of the public to provide proof of any of the exemptions.
- f. University Settlement shall, upon request, provide a copy of the policy for inspection by any person authorized to enforce this By-law.