

SECTION: HEALTH AND SAFETY	Policy Number: 6.507
	Effective Date: July 17, 2020
SUBJECT: Mandatory Use of Mask or Face Covering	Date Reviewed:
	Page: 1 of 2
Approvals: E.D. Signature: _____ Board Signature: _____	

POLICY

Any person is required to wear a mask or face covering upon entering and remaining within the premise of North Shore Community Support Services, Inc. The mask or face covering must cover the nose, mouth and chin.

Intent

Following directives of Health Authorities to prevent/reduce the spread and community transmission of COVID-19, North Shore Community Support Services, Inc. remains committed to providing high-quality and compassionate supports while ensuring the safety of everyone. To this end, effective July 17, 2020 all employees, clients, volunteers, students, contractors and visitors will be required to wear a mask or face covering upon entering and remaining within the premise of North Shore Community Support Services, Inc. The mask or face covering must cover the nose, mouth and chin. These practices will be continually monitored, followed and remain in effect until advised differently by Health Authorities.

- The following persons are exempted from the requirement to wear a mask or face covering and will not be required to provide proof of such exemption:
 - i. Children under two years of age, or children under the age of five years either chronologically or developmentally who refuse to wear a mask or face covering and cannot be persuaded to do so by their caregiver;
 - ii. Persons with medical conditions who cannot safely wear a mask or face covering (e.g. due to breathing difficulties, cognitive difficulties, hearing or communication difficulties);
 - iii. Persons who cannot wear or remove a mask or face covering without assistance, including people who are accommodated under the Accessibility for Ontarians with Disabilities Act (AODA) or are protected under the Ontario Human Rights Code, R.S.O. 1990, c.H. 19 as amended;
 - iv. Employees who are in an area of the premise that is not designated for public access, or who are within or behind a physical barrier (e.g. Plexiglass).

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- Temporary removal of the mask or face covering is permitted where necessary for the following purposes:
 - v. Actively engaging in an athletic or fitness activity including water-based activities;
 - vi. Consuming food or drink;
 - vii. For any emergency or medical purpose.

- This policy will be implemented and enforced in “good faith” to primarily educate people on masks and face coverings and promote their use in enclosed public spaces.
 - b. Persons with exemptions listed under 1a) are not required to show proof of exemption.
 - c. Signs about the requirement to wear masks or face coverings shall be posted at all public entrances.
 - d. Persons entering or remaining without a mask or face covering will be given a verbal reminder of the policy’s masking requirement.
 - e. Employees will be trained on the policy, including where and how to properly wear a mask or face covering, and how to help and respond to customers who do not have a mask or face covering.
 - f. A copy of this policy will be made available on request to a public health inspector or other person authorized to enforce the EMCPA.

Acknowledgement and Agreement

I, _____, acknowledge that I have read and understand the Mandatory Use of Mask or Face Covering Policy of North Shore Community Support Services. I agree to adhere to this policy and will ensure that students and volunteers under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____