

**Self-Isolation Confirmation Team TERMS OF REFERENCE**      **Effective October 1, 2020**

<b>Name of Group</b>	Self-Isolation Confirmation Team (SICT)
<b>Purpose</b>	The SICT will monitor international students who have come to Canada to ensure that the students conform to federal quarantine orders and to ensure correct measures are taken in cases where government or health authority requirements are violated.
<b>Duties and Authority</b>	<p>The SICT will report to the Health and Safety Liaison at the College on matters relating to Self-Isolation and Quarantine monitoring involving newly arrived international students who have been accepted by Coquitlam College.</p> <p>The SICT will follow protocols as described in <i>Covid-19 International Student Travel Arrival and Quarantine Guide</i>.</p> <p>The Self-Isolation Confirmation Team:</p> <ul style="list-style-type: none"> <li>• Ensures students prepare appropriately pre-arrival</li> <li>• Reviews students' arrival and transportation plans prior to arrival</li> <li>• Communicates with students upon arrival</li> <li>• Confirms students' self-isolation</li> <li>• Monitors students regularly</li> <li>• Updates Health and Safety Liaison on self-isolation data</li> <li>• Reports suspected or confirmed violations to Liaison</li> </ul>
<b>Membership</b>	The SICT will be comprised of: Health and Safety Liaison Coquitlam College Instructors
<b>Accountability</b>	The SICT will perform in a manner which considers the best interests of the College, its staff, its student body, and the community at large.
<b>Meetings</b>	<p>The SICT will meet with the Health and Safety Liaison once a week.</p> <p>The Liaison may call more meetings when necessary.</p> <p>The Liaison may invite other members of the school staff to attend meetings.</p> <p>Minutes of the meetings will be provided to the Executive Council.</p>
<b>Sharing of Information and Resources</b>	The Self-Isolation Confirmation Team reports to the Executive Council. The Health and Safety Liaison provides information to the Ministry of Advanced Education, Skills and Training, British Columbia