

## Dear Sheridan Community,

Sheridan College is committed to providing a healthy and safe environment for all employees. As of **September 2, 2021 at 3 p.m.**, Occupational Health and Safety Services launched an **updated mandatory** online COVID-19 Health and Safety training module **for all employees** who may be coming to campus.

Please note, **employees who have completed previous versions of this training are still required to complete this newly updated training.**

The training has been developed to ensure employees are provided with the knowledge and awareness to protect themselves from the health hazards of COVID-19 as set out in the Occupational Health and Safety Act as well as **additional information** as per the directive from the Office of the Ontario Chief Medical Officer of Health received on September 1, 2021.

## What type of information is provided in the training?

The training will provide the following information. The updated training topics are in **bold**:

- Brief information on COVID-19 and the importance of individual behaviour;
- New and existing measures in place at Sheridan in response to COVID-19 including **mandatory vaccination**;
- Information for employees including **COVID-19 vaccination** (i.e., how vaccines work, vaccine safety, benefits of vaccination, possible side effects of vaccination, and risk of not being vaccinated against COVID-19), donning and doffing medical masks and eye protection, and cleaning and disinfecting procedure;
- Resources for more information on COVID-19.

## How will the training be delivered?

The training is on [Sheridan Central](#) and can be accessed on-demand. The estimated time needed to complete this training is just over 20 minutes. Employees, who have completed the training video, will be **required to acknowledge the completion of training** using a [link](#) on Sheridan Central, located just below the training video.

## Training Requirements

**All full- and part-time employees**, who are expected to come to campus at any time in the Fall 2021 semester, are **required** to complete the new COVID-19 Health & Safety Training Module. All active employees will have **30 days** to complete the training. **Please note, employees who have completed previous versions of this training are required to complete the new, updated training.** If you are unsure if you must complete the training again, please note the updated version includes information on various topics regarding COVID-19 vaccination (the previous versions did not contain this information). You can also e-mail the Occupational Health and Safety Services team at [ohsservices@sheridancollege.ca](mailto:ohsservices@sheridancollege.ca) to confirm.

Thank you for your help in keeping the Sheridan community a healthy and safe place during this pandemic. If you have any questions, please contact the Occupational Health and Safety Services team at [ohsservices@sheridancollege.ca](mailto:ohsservices@sheridancollege.ca).

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