



COVID-19

Permit Holder Checklist and Attestation Agreement

Organization Name: _____

The Permit Holder must submit this agreement along with an attached copy of their COVID-19 Safety Protocols and/or infection prevention and control procedures to the TCDSB prior to arriving onsite.

The Permit Holder agrees to the following:

- The Permit Holder will not access TCDSB facilities if they have any identified risk factors or symptoms listed in Toronto Public Health's current guidelines or if they have been in close contact with any known persons identified with the virus in the last 10 days prior to their arrival onsite.
- The Permit Holder shall ensure that each entrant signs in on the TCDSB Sign-in / Sign-out sheet to record their contact information and attest that they have self-screened for risks and symptoms, based on [Toronto Public Health's current guidelines](#). Information collected will include name, arrival time, departure time, phone number and symptom and vaccination screening.
- The Permit Holder is solely responsible for confirming that all entrants aged 12 and older are fully vaccinated or exempt due to a medical reason. All entrants aged 12 and older shall provide, at the point of entry, proof of identification and proof of full vaccination against COVID-19 or a documented medical exemption accompanied by a documented negative COVID-19 test result that is less than 72 hours old at the time of arrival as outlined in O. Reg. 364/20 and Ministry of Health guidance. Any entrant who fails to produce the required identification and proof of vaccination shall be denied entry. Failure to comply with these requirements is an offence under the ROA, O. Reg. 364/20. Please note, the collected information may be shared with municipal and provincial health authorities, upon request. This information may also be subject to an internal TCDSB audit. **Failure to comply with this requirement will result in your permit being suspended or cancelled.**
- The Sign-in Sign-out binder shall remain at the school and is not to be removed from the site.
- If any of the entrants develops symptoms or identifies risk factors as per [Toronto Public Health's current guidelines](#), while onsite the Permit Holder shall ensure that the person is immediately and safely removed from the site and advised to contact their health care provider and shall inform the caretaker or site administrator immediately. If an entrant tests positive within 10 days of being onsite, the Permit Holder will inform the Permits Department and Toronto Public Health for further instructions.
- The Permit Holder will ensure that all entrants comply with current TPH and provincial COVID-19 guidelines including:
 - [Reopening Ontario Guidelines](#) and Associated Legislation
- The Permit Operator will also ensure that all entrants will:
 - avoid common physical greetings, such as handshakes and maintain a physical distance of two metres from others (physical distancing);
 - have access to and properly use Personal Protective Equipment (PPE) provided by the Permit Holder, and properly wash hands after handling used PPE. Masks shall be worn at all times when indoors except as permitted by Toronto Public Health guidelines for physical activity, as well as to eat or drink;
 - wash hands frequently with soap and water for 20 seconds or use hand sanitizer when handwashing facilities are not available;
 - adhere to cough and sneeze etiquette (into sleeve);
 - clean and disinfect high touch surfaces including toys and equipment, or alternatively wash/sanitize hands frequently;
 - a TCDSB facility handwashing station will be pre-determined and designated by the TCDSB for use by the organization
- The Permit Holder shall ensure that capacity limits are strictly adhered to as per [Reopening Ontario Guidelines](#). Wherever possible, drop-off and pickup by parents or guardians must be done outside the building.

Permit Holder Signature:

By signing below, I acknowledge and attest that I am solely responsible for ensuring that proof of vaccination and ID's are checked for all entrants and recorded in the sign-in sign-out sheet at the location. I further acknowledge that I am authorized by the organization named above and have authority and responsibility over all workers, volunteers, entrants and others onsite associated with the permit. I will ensure compliance with the requirements listed above for the duration of the permit. I understand that the terms above may be changed by TCDSB without notice. I also understand that nothing in this document absolves me as permit holder of any obligation under the Occupational Health and Safety Act or other regulatory requirements.

Name: _____ Signature: _____ Date: _____