Employee Rights When There is a Health and Safety Risk

* Employees are not require to perform work that puts their health and safety or the health and safety of others at risk
* If you believe that you are being asked or expected to do something that poses an **imminent** threat to your health or safety, you may refuse to engage in that activity and advise your supervisor that you are not performing the work because of the imminent threat to your own or others’ health and safety
* If the health and safety risk is not *imminent* and can be addressed before there is an actual threat to your or someone else’s health and safety you must notify security, your Dean, and the Union and ask that the risk be addressed.

Here are some examples that might arise in the context of the pandemic:

* If a student comes into your classroom or office and is not wearing a mask or not wearing the mask so that it covers both his/her mouth and nose you should ask the student to either put on a mask or leave immediately. You should also instruct the student that s/he may not come into the class, office, or the building unless and until s/he is wearing a mask.
* If the student refuses to immediately comply with this request you should excuse the class and leave the classroom. Thereafter you should notify student affairs. Please also send an email to your Dean with a copy to the Chair and the Union. You must schedule a make-up time for the missed class.
* If a student tells you or you learn that s/he is not going to wear a mask in class in advance of the class and there is sufficient time to notify student affairs you should do so and ask that office to ensure that the student does not come to class without wearing a mask.
* If you arrive in your classroom and it is dirty and appears unsafe – i.e. there is food and drinks on the desks or anywhere other than the trash can - you do not have to teach in the classroom. In these circumstances you should call security and ask them to send someone to clean the room. Unless there is another clean classroom available for you to teach in you can dismiss the class and make the class up at another time.
* If the desks and podium are not set up in your classroom so that there is at least 6 ft of space between all desks and the podium and it is possible to easily have each student move his/her assigned desk/chair and for you to move the podium so there is sufficient spacing you may do so. In the alternative, you can call security and ask them to send someone to rearrange the classroom, or check if there is another classroom available. If none of the above can be accomplished, you can dismiss the class and make it up at another time.
* If you see another faculty member, employee, or administrator entering a building or inside a building without a mask, unless s/he is in a private office with the door shut, you may ask that person to put a mask on. If s/he fails to comply with your request you should leave the premises and notify security.
* If you see anyone outside, walking on the paths or in an area near any of the buildings who is not wearing a mask, you may ask that person to wear a mask. If s/he fails to comply you should leave the area and notify security. If you do not feel comfortable asking the person to wear a mask you should leave the area and immediately notify security.
* If you encounter other circumstances that you believe put your health and safety at risk or the health and safety of others at risk, please notify security, your Dean and the Union.