



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

International Student Pre-Departure, Travel & Arrival Guide



Keeping Yourself and Others Safe During COVID-19



DURHAM CATHOLIC DISTRICT SCHOOL BOARD
Passport to Excellence: International Education 🇨🇦

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International Education Office

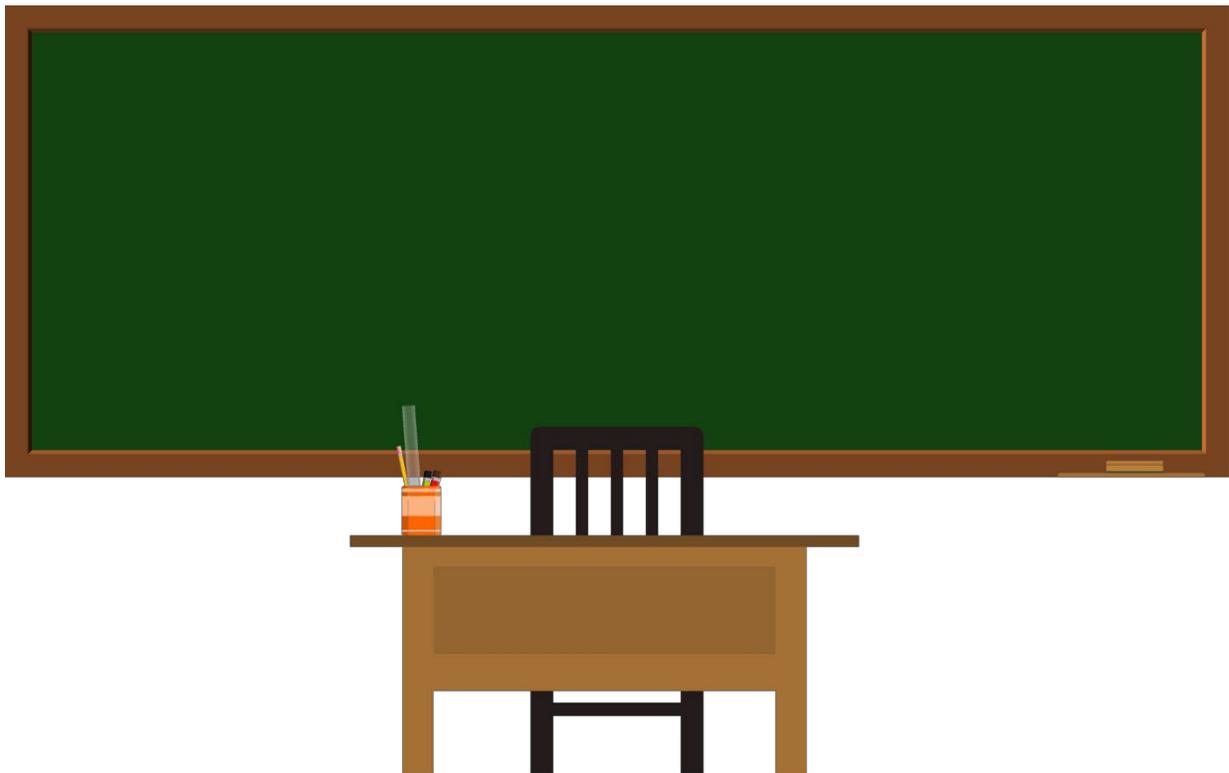
Contact Information

International Education Office
458 Fairall Street, Unit 7
Ajax, Ontario Canada L1S 1R6
1-905-666-1146
internationalstudent@dcdsb.ca
www.dcdsb.ca

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Introduction

We are excited to welcome you to our Passport to Excellence: International Education program and to Durham Region. It is our goal to help all international students have a safe, caring and positive experience, and we are eager to help with your academic success, as well as your safe travel and well-being.

As you can understand, due to the COVID-19 pandemic, this year we need to alter our travel and arrival protocols for all students. Please take some time to review the information in this package and make sure to ask for help with any part you don't understand. This is important because by not following this protocol, students may be denied entry into the country. Government authorities may also fine students for non-compliance in certain situations. In addition, your school principal or the International Program Administrator may refuse to grant you permission to start classes if you don't adhere closely to these required guidelines.

Please know that our top priority is the health and safety of all our students, staff, host families, schools and communities. We are obligated to follow the regulations and recommendations of the Canadian and Ontario Governments, as well as the local Public Health Authority.

At the end of this document you will find the [International Student Travel and Arrival Protocol Form](#). This document must be completed in full, signed by the student and his or her parent/ legal guardian and sent to internationalstudent@dcdsb.ca BEFORE you arrive in Canada.

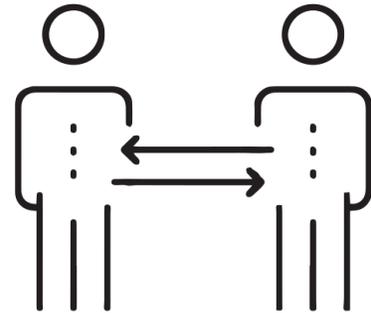


Definitions

Below you will find COVID-19 vocabulary. Please become familiar with these terms:

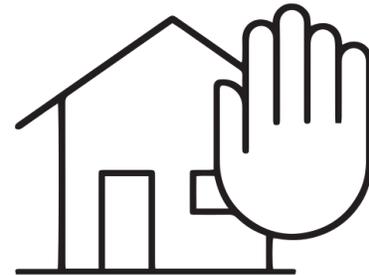
Social/Physical Distancing

Keep at least 2 metres between you and others. Avoid crowded spaces and places and wear a mask if you must be in those places.



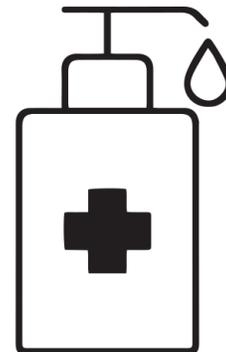
Self-Isolation

Stay in a place in isolation to prevent exposing others or yourself to COVID-19.



Self-Monitoring

Check your health for possible symptoms of COVID-19. Let your parents and host family know of any health-related issues you are experiencing.



Pre-Departure

Here are a few important tips and steps for you before you leave your home to come to Canada.

Communication and Relationship Building

Contact your host family to get to know each other. A video chat using Zoom or Skype is probably the best way, since your parents can also join in. Remember to exchange emails and cell phone numbers with your host family and make sure to enter the International Education Office number into your contact list (905-666-1146 Ext. 57252).



Preparing for 14 Day Quarantine

Before leaving, it is recommended that you make a plan for your physical and emotional wellness during quarantine. Please consider whether there is anything you want to bring to help keep you busy, entertained during the mandatory 14-day quarantine period.



Medical Check / Testing

You should obtain a letter from your doctor within 72 hours before departure confirming that you are healthy and it is safe for you to travel. If possible, you should also get a COVID-19 test. Bring the letter and test results, if applicable, when you go through immigration and remember to send a copy to the International Education Office by email.



Packing

Include the following items in your carry-on bag, which you will bring with you on the plane:

- Passport
- Study Permit or Immigration Approval Letter (if you already have one)
- Custodianship documents
- School Letter of Acceptance issued by DCDSB
- Your school transcripts (translated to English)
- Record of Immunization (vaccination)
- [*Quarantine/Self-Isolation Plan*](#)
- Host Family Profile with contact information
- Change of clothes and some snacks (no liquids)
- Masks (2 or more), hand-sanitizer, disinfecting wipes, and nitrile gloves



Arrival Plans

Before you leave your home country, you must complete the mandatory *Quarantine/Self-Isolation Plan*, using the form provided in this document. Please email your completed form to internationalstudent@dcdsb.ca before you travel to Canada, and remember to bring a copy with you together with the documents mentioned in the previous section. In addition to this step, you must also download the new ArriveCAN app from the Government of Canada, as you will be asked to show your information to an immigration office at your point of entry. Here is more information on the *Quarantine/Self-Isolation Plan* and the ArriveCAN app:

Quarantine/Self-Isolation Plan

Before you leave your home country it is very important that you complete the form found at the end of this document, called *Quarantine/Self-Isolation Plan*. When you arrive at the airport in Canada, the government immigration officer may ask you to show proof of your plan, so you should present this form, and the information must be correct. Our office will have received your emailed copy of the form earlier, so our staff will be able to make sure the information is correct in advance of your trip. Please make sure to fill out the Travel Information and the Certify Declaration sections very carefully before emailing it to our office. Again, once you have completed the form:

- 1) Email a copy of the *Quarantine/Self-Isolation Plan* to the International Education Office at internationalstudent@dcdsb.ca at least two weeks in advance of arrival.
- 2) Print a copy to bring with you in your carry-on bag.
- 3) Keep a copy on your phone.



Arrival Plans (Continued)

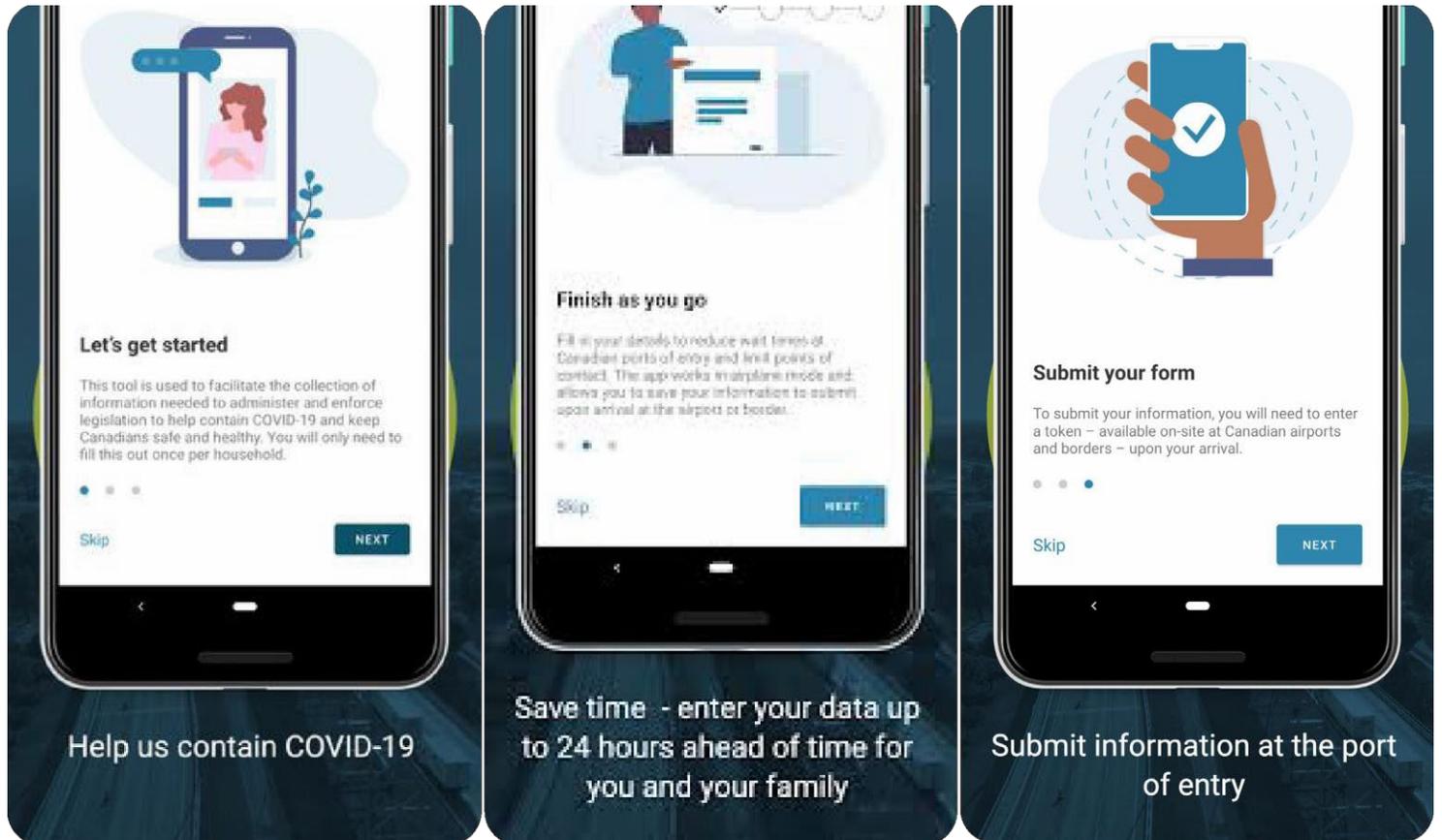
ArriveCAN App

The ArriveCAN App is available for iPhone and Android and can be downloaded from the App Store or Google Play. This app must be setup before you arrive at immigration in Canada. The immigration officer at the airport will provide you with a TOKEN NUMBER, which you will need to enter in your profile. You can view and download the app by visiting the following website:



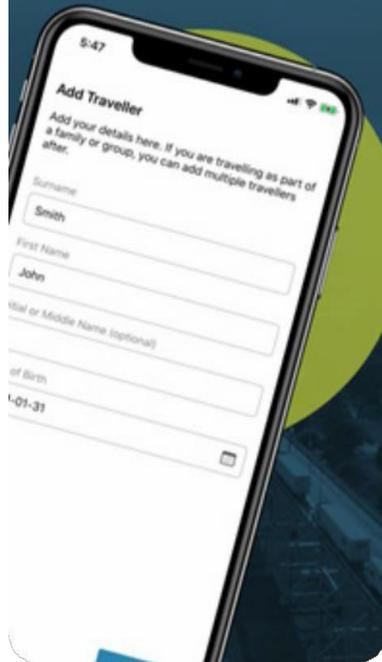
https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html#a_arriveCAN

Here are the steps to setup the app, once you start the download:

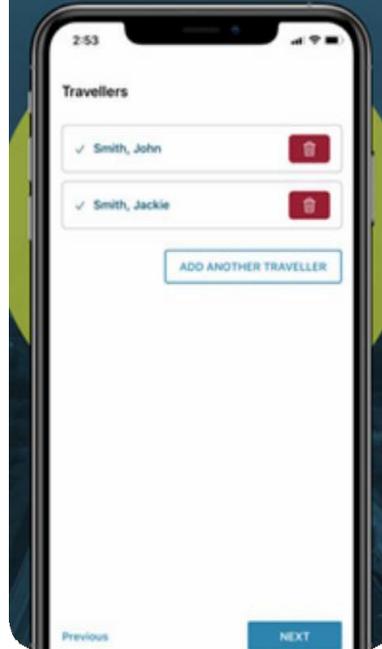


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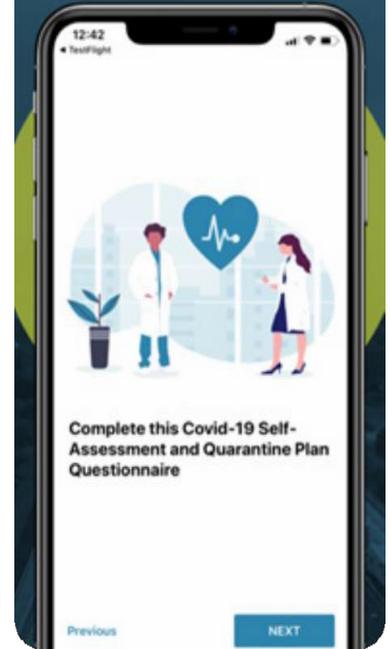
Enter your information



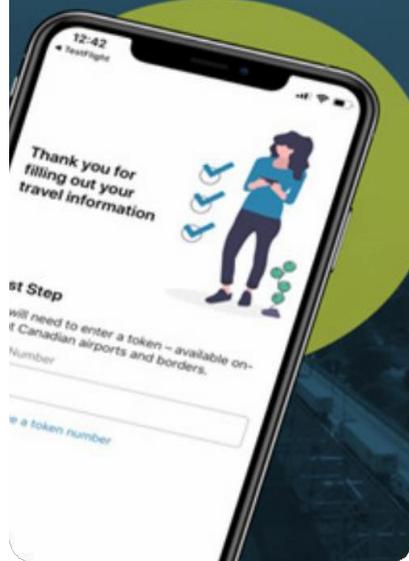
Supports multiple travellers



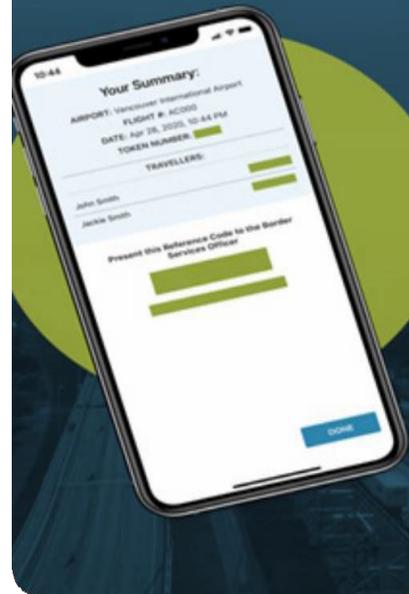
Complete the questionnaire



Remember! You can get the token at the port of entry



Show your receipt to an officer



Travel by Air: Best Practices

We are sure your parents will give you lots of instruction for your trip to Canada. Here are a few more to add to your list to help you arrive safe and well...

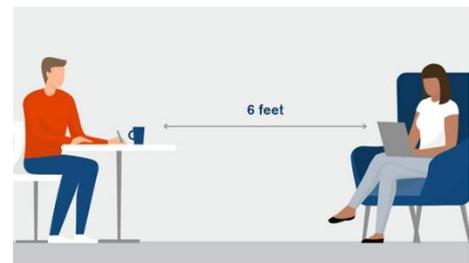
Wearing a Mask/Hand Washing

Remember to wear a mask at all times. Wash your hands before you board the airplane and bring hand sanitizer to use as often as you can during the journey, particularly before eating.



Practicing Social Distancing

It is important to try to keep your distance from other people. You should try to keep at least 2 metres from other people as much as possible. When not possible, make sure to have your mask on.



Keeping Safe

Keep your cell phone charged in case you need to contact your host family. Bring some snacks in your carry-on bag because the restaurants in the airport may not be open, or there will be long lines. When you get to your airplane seat, remember to sanitize personal space and high-touch areas (armrests, seat belts, tray tables, screens, etc). Don't be embarrassed... Everyone is doing it!



Arriving in Canada

Congratulations! You finally made it to Canada. We are sure you are excited to begin your Canadian experience in Durham Region with your Durham Catholic school. As you get ready to go through Canadian Immigration, remember to do the following:

- Text your host family or homestay coordinator when you land so they know you arrived.
- Have your *Quarantine/Self-Isolation Plan* printed and ready to show to the immigration officer.
- Have a copy of your host family profile.
- Have copies of any documents provided to you by Durham Catholic District School Board.
- **Very important!** Don't forget to get your Study Permit from the immigration officer if you are coming for more than six months of study (paper copy of the permit).
- Meet the person picking you up on the other side of the Arrivals Gate (host family or homestay coordinator) at the spot you decided with them ahead of time.



Self-Isolation/Quarantine

Government Rules and Communication

You made it through the airport and now are heading to your new home! In Ontario, everyone is working hard to keep COVID-19 manageable. We do this by following some important rules from the government. When you get to your new home you **must** self-isolate for 14 days. This means you are to stay in your room and avoid direct contact with your host family and others. The governments of Canada and Ontario want to make sure all new arrivals to Canada are safe and healthy. To do this, they may call you, your custodian or your host family to make sure you are self-isolating and following the law. A staff member from the International Education Office of the school board may also call to see how you are doing. You must be prepared to answer those calls, since that person will verify you are following the expectations of self-isolation. Passport to Excellence: International Education Office will have to give approval for you to start in school after the 14 days. This will be done through communication directly with your school principal before you can go to school.

Local and provincial authorities will be notified of any compliance issues or cases of COVID-19 infection during the 14-day quarantine period.

Continued on next page...

Self-Isolation/Quarantine (Continued)

Student Responsibilities

To keep you and your host family safe while you are self-isolating, it is important that you stay in your room. You are able to leave your room to go to the bathroom. Remember to keep your room clean and practice good hygiene. Some examples are washing your hands often, showering every day, cleaning the bathroom after using it, opening your window to let the air circulate if possible, covering your mouth and nose with your elbow when you cough or sneeze, and wearing a mask when you are in contact with the host family. All food and other necessities will be provided by your host family so you are able to remain in isolation.



Physical Health

Staying active during self-isolation! This is a great opportunity for you to try a new exercise routine. It is important to make sure you establish a healthy routine as quickly as possible. Also, try to go to bed at a reasonable hour and don't stay up all night playing video games or chatting with your friends back in your home country. If you are not feeling well, contact your custodian to help you complete an [online self-assessment](#) to determine if you need further assessment or testing.



What to Do During Self-Isolation

Monitor your Mental Health

Being in a new country is exciting, but being in self-isolation may be challenging. Communicate with your host family and custodian regularly, and let them know how you are feeling. We are all here to support you! Contact the International Education Office if you have any questions or need assistance at 1-905-666-1146 ext. 57252.

Stay Connected

Contact your friends, host family and natural family by text, email, phone, and FaceTime, when you are self-isolating. Check with your host family to make sure you have access to Wi-Fi. It is important to check your email regularly because the International Education Office or your school may try to contact you.

Get a COVID-19 Test

During your self-isolation period, you are required to have at least one COVID-19 test, even if you are not experiencing any symptoms. Your host family will arrange this. You will need proof of this test in order to enter school.



Resources

Toronto Pearson International Airport Health Measures

<https://www.torontopearson.com/en/healthy-airport/measures-in-place-in-re-sponse-to-covid-19>

Public Health Ontario

<https://www.publichealthontario.ca/>

Government of Ontario

<https://covid-19.ontario.ca/index.html>

How to Self-Isolate – Public Health Ontario

<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf>

Government of Canada – COVID-19 Travel Restrictions

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html>

Ontario Ministry of Education

<https://www.ontario.ca/page/ministry-education>

Government of Canada – COVID-19 International Students

<https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-covid19/students.html>

Social Stigma Associated with COVID-19

<https://www.who.int/docs/default-source/coronaviruse/covid19-stigma-guide.pdf?ua=1>



Durham Catholic District School Board International Student Travel and Arrival Protocol Form

September 2020 – COVID-19

We look forward to welcoming you to the Durham Catholic District School Board International Education Program in September 2020. However, while we must ensure your well-being, we must also ensure the health and safety of all our students, staff and host families during the COVID-19 pandemic. The following document will outline the expectations of government, health authorities and the school board. Students must abide by these expectations to participate in the program. Please go over each line of this document and check-mark each point to indicate you understand, agree and will follow that guideline.

Once completed, this document must be signed and emailed to (at least two weeks before arrival) internationalstudent@dcdsb.ca

Pre-Departure:

- Contact host family and discuss expectations, provide your host family with a current photo of you.
- Provide arrival information and exchange contact information (cell, email).
- Read How to quarantine (self-isolate) at home when you may have been exposed to COVID-19 and have no symptoms from the Government of Canada website.
- Complete, print and email the mandatory *Quarantine/Self-Isolation Plan* to internationalstudent@dcdsb.ca.
- Download the ArriveCAN App (iOS and Android).
- Pack a minimum of 30 disposable and 2 or more cloth face masks, one large bottle of hand sanitizer, one box of nitrile gloves, and if possible, a thermometer.
- In carry on, pack the following:
 - Passport and Study Permit/Confirmation document
 - Custodianship documents and Letter of Acceptance
 - Host family profile and contact information
 - Copy of this document signed by yourself and your parents
 - Printed *Quarantine/Self-Isolation Plan* form
 - 2 masks, 3 pair of gloves, travel-size hand sanitizer, disinfecting wipes

Continued on next page...

Please complete pages 15 -18 of this document and submit to internationalstudent@dcdsb.ca two weeks BEFORE arriving in Canada

International Education Office

458 Fairall Street, Unit 7, Ajax, ON, Canada L1S 1R6

Tel: 1-905-666-1146 Ext. 57252

Email: internationalstudent@dcdsb.ca



DURHAM CATHOLIC DISTRICT SCHOOL BOARD
Passport to Excellence: International Education 

Durham Catholic District School Board International Student Travel and Arrival Protocol Form

September 2020 – COVID-19

Airport:

Wear mask and gloves.

- Wash hands frequently and use hand sanitizer.
- Practice social distancing and touch as few surfaces as possible (2 metres apart).
- Sanitize your personal space and minimize washroom trips.
- Keep cell phone charged.
- Bring your own food and refillable water bottle.

Arrival in Canada:

- Contact host family/custodian/homestay coordinator and confirm pick up point.
- Wear fresh mask and gloves.
- Have all documents ready to proceed through immigration.
- Maintain physical distancing when picking up luggage.
- Load your own luggage into the car and sit in back seat, if possible.

In your Home or Homestay – Self-Isolation:

- You are required to self-isolate for 14 days. Staying in your room and avoid contact with others.
- When you arrive at your host family's home, immediately remove your travel clothes and place them in a plastic bag for your host family to wash for you.
- Your homestay family will provide you with food, clean linens, a comfortable room and internet access.
- Keep your room well ventilated and clean – open your window to allow air circulation.
- Practice good hygiene and use a separate bathroom, if possible.
- Clean the bathroom after every use.
- Stay connected with friends and family by phone or internet.
- Monitor your [physical](#)/mental well-being. If you don't feel well, let your host family know.
- Empty garbage frequently, and remember to wash hands after.
- Follow your host family's advice to wash clothes / do laundry.
- Keep personal items separate from those belonging to others.
- Ask for help from your host family or homestay coordinator if you need it!
- Get a COVID-19 test at least once during the quarantine period, even if not experiencing symptoms. You will need proof of this to enter school.

Please complete pages 15 -18 of this document and submit to internationalstudent@dcdsb.ca two weeks BEFORE arriving in Canada

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DURHAM CATHOLIC DISTRICT SCHOOL BOARD
Passport to Excellence: International Education

Durham Catholic District School Board International Student Travel and Arrival Protocol Form

September 2020 – COVID-19

Student and Parent, read very carefully before signing:

Self-Isolation is a requirement of the Quarantine Act and is not optional. Students who are in private homestay arrangements or with parents must also self-isolate for 14 days. By signing below, I affirm that I have read, understand and agree to comply with the expectations listed in this document.

I clearly understand that if I do not follow these expectations, I will not be allowed to start in the school and I risk being dismissed from the program. We understand that students and parents are responsible for any government imposed fines incurred due to breach of the Quarantine Act and regulations from the Governments of Canada and Ontario.

Student's Legal Name (Printed):		
Student's Signature:		Date

First Parent:

Parent/Guardian Legal Name (Printed):		
Parent Guardian Signature:		Date
Relationship:	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other (please specify) _____	

Second Parent, if applicable:

Parent/Guardian Legal Name (Printed):		
Parent Guardian Signature:		Date
Relationship:	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other (please specify) _____	

Please complete pages 15 -18 of this document and submit to internationalstudent@dcdsb.ca two weeks BEFORE arriving in Canada

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DURHAM CATHOLIC DISTRICT SCHOOL BOARD
Passport to Excellence: International Education

QUARANTINE / SELF – ISOLATION PLAN

Student Information

First name	Last name	Date of birth (YY/MM/DD)	
Phone number	Email		
Home address	City	Province or territory	Postal code

Primary Contact Information in Canada

First name	Last name	Date of birth (YY/MM/DD)	
Phone number	Relationship (homestay/family/relative)	Email	
Home address	City	Province or territory	Postal code

Travel Information

Are there additional travelers in your group? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes <input checked="" type="checkbox"/> Please fill in chart to the right	<i>Additional Travelers (please list all additional travelers)</i>		
Arrival Date (YY/MM/DD)	Arrival From (City/Country)	First name	Last name
Arrival by Air <input type="checkbox"/> Sea <input type="checkbox"/> Ground <input type="checkbox"/>			
Airline / Flight number (if applicable)			

Quarantine / Self-Isolation Plan

Do you have accommodation arrangements for your self-isolation period? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, at what address and in which city will you be completing the 14 day quarantine / self-isolation period? Address: _____ City: _____
If yes, indicate type: <input type="checkbox"/> Private Residence (Host Family, Family or Friend) <input type="checkbox"/> Supervised Hotel Stay at: _____
Have you made the necessary arrangements for your 14-day self-isolation period? (eg. food, medication, etc) Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please describe (be specific) _____ _____ _____ _____
What form of transportation will you take to your quarantine / self-isolation location? Private vehicle <input type="checkbox"/> Public transportation <input type="checkbox"/> Taxi <input type="checkbox"/> Other (be specific) _____

Certify Declaration

<input type="checkbox"/> I, _____, certify this to be accurate. (Student's First/Last Name in Print)	Date: _____ (YY-MM-DD)
Student's Signature: _____	
<input type="checkbox"/> I, _____, certify this to be accurate. (Student's Parent's First/Last Name in Print)	Date: _____ (YY-MM-DD)
Parent's Signature: _____	

Note: By the end of the 14-day quarantine, you are required to have at least one COVID-19 test, even if you are not experiencing any symptoms. The negative test result is required in order to enter school.