

## RESIDENCE CODE OF BEHAVIOUR

“The University of Toronto is dedicated to fostering an academic community in which the learning and scholarship of every member may flourish, with vigilant protection for individual human rights, and a resolute commitment to the principles of equal opportunity, equity and justice.” – *Statement of Purpose, University of Toronto, 1992*

Innis College Residence is committed to supporting the academic purpose of the University and expects that all residents actively participate in such efforts. The standards and expectations set out herein seek to foster a safe, diverse, vibrant, and cooperative community that is conducive to residents’ academic achievement and personal development.

It is the collective responsibility of all community members to familiarize themselves with the rights and responsibilities contained herein and to ensure they are upheld by all.

### COMMUNITY STANDARDS

#### 1. *Noise*

- (a) Residents have the right to a reasonably quiet living environment while in residence.
- (b) Residents have the right to a quiet environment during established quiet hours. Quiet hours are in effect between 11:00pm and 8:00am, Sunday through Thursday and 12:00am until 8:00am, Friday and Saturday. During quiet hours, all noise must be kept to an absolute minimum.
- (c) Quiet hours will be extended to twenty-four hours per day during the June and August examination periods.
- (d) The use of subwoofers and other sound amplifying devices is not permitted in the residence.
- (e) The playing of musical instruments is only permitted in the Music Room.

#### 2. *Fire Safety*

- (a) Residents shall not tamper with fire equipment, including but not limited to fire extinguishers, smoke alarms, sprinkler heads, fire doors, and alarms.
- (b) Open flames such as candles and incense are not permitted in residence. Residents who require the use of an open flame for religious or spiritual purposes should contact residence staff.

- (c) When the fire alarm sounds, all residents are required to immediately exit the building using the nearest emergency exit and gather in the Innis College courtyard and/or building at 2 Sussex Avenue.
- (d) Corridors, including those within suites, must remain free from obstruction.
- (e) Residents shall limit the number of individuals within a suite at one time to no more than twenty (20).

**3. *Damage and Theft***

- (a) Residents shall not destroy, steal, deface, or damage University property or the property of other residents.
- (b) Removal of furnishings or other items belonging to the University from residence rooms or common areas within the residence is prohibited.

**4. *Controlled Substances***

(a) Alcohol

- i. In accordance with provincial law, residents who choose to consume alcohol must be at least 19 years of age. Residents under the age of 19 are not permitted to consume and/or possess alcohol in residence.
- ii. The provision of alcohol to anyone under the age of 19 is prohibited.
- iii. Consumption of alcoholic beverages is only permitted in resident rooms and resident suites. Alcohol is not permitted in public areas, including hallways, common rooms/lounges, elevators, the lobby, and the quadrangle.
- iv. Possession and/or consumption of "common source" alcohol (e.g. kegs, "Texas mickeys") within residence is prohibited.
- v. The residence front desk is unable to accept deliveries of alcohol on behalf of residents.
- vi. Drinking games, funnels, and/or any event/activity/object that promotes excessive consumption and intoxication as its goal or inevitable end is not permitted.
- vii. Residents must abide by the University of Toronto Alcohol Policy.

(b) Cannabis

- i. In accordance with provincial law, residents who choose to consume cannabis must be at least 19 years of age. Residents under the age of 19 are not permitted to buy, use, possess, and/or grow cannabis in residence.
- ii. The provision of cannabis to anyone under the age of 19 is prohibited.
- iii. Cannabis plants are not permitted in residence, nor is the preparation, production, or sale of cannabis and items containing cannabis.
- iv. The residence front desk is unable to accept deliveries of cannabis on behalf of residents.
- v. Residents are not permitted to store cannabis anywhere other than their private bedroom.
- vi. Residents who require the use of medical cannabis must register with Accessibility Services and consult with residence staff in order to develop an accommodation plan that meets their needs.

(c) **Drugs**

- i. Possession, use, and trafficking of illegal drugs and controlled substances is forbidden. The possession of drug paraphernalia in residence is not permitted.

**5. Smoking**

- (a) Smoking and smoking-related activities (including, but not limited to, cigarettes, vaping, e-cigarettes, hookahs, and other smoking devices) are not permitted anywhere inside the residence, including resident rooms, suites, and common rooms. As a smoke-free campus, smoking is not permitted on any University of Toronto property.

**6. Guests**

- (a) Residents who invite guests to the residence assume complete responsibility for their actions and conduct while they are on the premises. Any loss, damage, or violation of residence policy by a guest is the responsibility of the resident(s) hosting them.
- (b) Residents must sign in guests at the residence front desk prior to entering the building. Guests are required to provide a piece of valid photo identification before being signed in. Guests who are unable to provide such identification will be refused entry to the building.
- (c) Guests should remain in the presence of their host at all times. It remains the responsibility of all members of the residence community to notify residence staff should there be any concerns with guests.

- (d) Residence staff may, at any time, choose to refuse entry to a guest and/or request that they leave residence property immediately.
- (e) Residents may only host 4 guests during “Quiet Hours”.
- (f) Guests are not to be left unaccompanied in the residence at any time.
- (g) Residents may host overnight guests in residence for up to three (3) consecutive nights and for no more than six (6) nights per month.
- (h) Guests are not permitted to sleep in any of the building’s common rooms or amenity spaces.

**7. Posters & Decorations**

- (a) Displaying any posters, materials, or objects in the windows of the Residence is not permitted.
- (b) All materials displayed in the residence must first be approved by Residence staff to determine if it meets the eligibility criteria as outlined in the residence Poster Policy.
- (c) Any posters and/or decorations affixed in the residence must not cover or block any fire equipment, electrical outlets, lights, or any other such fixtures or means of egress.

**8. Other Prohibited Behaviour**

- (a) The following behaviours are unacceptable and are prohibited within residence:
  - i. abusive, profane, intimidating, threatening, or violent behaviour, real or perceived, toward any member of the residence community;
  - ii. harassment and/or discrimination on the basis of race, gender, sexual orientation, age, disability, ancestry, place of origin, colour, ethnic origin, citizenship, creed, marital status, receipt of public assistance, or record of offence;
  - iii. any sexual act or act targeting a person’s sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person’s consent, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, and sexual exploitation;
  - iv. possession of firearms, ammunition, explosives (including fireworks, dynamite, firecrackers), or other weapons, including but not limited to bladed weapons, archery bows and arrows, slingshots, chainsaws, and homemade weapons, or any replicas of the above weapons, in residence;

- v. throwing or dropping objects from, at, or within the residences;
- vi. accessing a restricted area, including, but not limited to, offices, rooftops, mechanical/electrical/telecommunication rooms, or another resident's bedroom or suite without permission;
- vii. possession of any animal (including fish) in residence;
  - i. residents who own a service animal and wish to bring them to residence must register with Accessibility Services and consult with residence staff in order to develop an accommodation plan that meets their needs.
- viii. falsely identifying oneself or a guest to University staff;
- ix. watching, displaying, or making pornographic or other objectionable material within a public space in residence;
- x. storing a bicycle within a bedroom and/or suite.
  - i. residents who wish to store their bicycle in residence must register their bicycle with the front desk to be provided with access to the storage facility.
- xi. bringing outside furniture into the residence without receiving written permission to do so by residence staff;
- xii. installation, operation, and/or use of a personal wireless router;
- xiii. any behaviour that compromises the safety or wellbeing of community members;
- xiv. behaviour that is harmful to oneself or to others;
- xv. participating in or hosting gaming activities or games of chance that involve or promote the exchange, winning, or loss of money or goods;
- xvi. commercial activities or operating a business venture of any kind;
- xvii. soliciting, canvassing, electioneering, or selling within the residential floors of the residence unless there is expressed written consent from the Dean of Students;

## 9. *Other Policies*

- (a) Any act that contravenes municipal, provincial, or federal law is strictly prohibited.

- (b) Residents shall comply with all University policy including but not limited to the Code of Student Conduct, if they are a University of Toronto student, and the Policy on Appropriate Use of Information and Communication Technology.
- (c) Residents are expected to respect and abide by the decisions of Residence staff made pursuant to University and/or residence policy.

## INVESTIGATIONS & SANCTIONS

When an apparent breach of the Occupancy Agreement and/or Residence Code of Behaviour occurs, it is typically documented by residence staff and forwarded to the Assistant Dean, Residence Life (ADRL) for consideration. The Assistant Dean, Residence Life, or their designate, reviews the documentation, gathers information, and conducts interviews with any residents and/or guests who may have information related to the investigation.

Upon completing the investigation, the ADRL decides whether or not a violation has occurred based on the balance of probabilities (a preponderance of the evidence). If a resident is found to be responsible, the ADRL will decide upon a sanction and inform the resident of the investigation's outcome.

Upon receiving the outcome letter, the resident may choose to accept the sanction (if any) or submit a written appeal of the decision to the appropriate residence staff member.

In those cases where the allegations of behaviour are serious and, if proven could constitute a personal safety threat to other members of the residence community, the Dean may feel it imperative for the resident concerned to comply with a variety of measures, which could include but is not limited to temporary relocation, temporary eviction, and/or other temporary limits, while the investigation occurs.

### Sanctions

When a resident is found to be responsible for a violation of the Residence Code of Behaviour or Occupancy Agreement, formal and/or supplementary sanctions may be applied to address and deter such behaviour from recurring.

#### (a) *Formal Sanctions*

- a. Verbal Warning – A verbal warning to a resident explaining that behaviour is unacceptable.
- b. Letter of Warning – A letter informing the resident of behaviour that is unacceptable.
- c. Disciplinary Probation – A resident who is placed on disciplinary probation is expected to strictly adhere to all residence policies (additional conditions may apply). Any violation of these terms may result in termination of the resident's Occupancy Agreement and expulsion from the residence.
- d. Termination of the Occupancy Agreement & Expulsion from Residence – A resident whose Occupancy Agreement is terminated will have no less than three days to vacate the premises. Under exceptional circumstances, the University reserves the right, to be exercised by the Dean acting reasonably, to require that the Resident vacate the premises within 24 hours.

Any resident who has been expelled from the residence will have their name shared with other residences at the University.

- (b) *Supplementary Sanctions* include, but are not limited to, required apologies to wronged parties, educational sanctions, loss of residence privileges, fines, room/suite transfers, peace bonds, restitution of costs, required removal of offending property, refusal of readmission, suspension, and/or behaviour contract.

## **Appeals**

Residents may appeal any decision(s) made by residence staff pursuant to the Residence Code of Behaviour and/or Occupancy Agreement. Appeals against a decision made by the Assistant Dean, Residence Life must be submitted in writing to the Dean of Students. Appeals against a decision made by the Dean of Students must be submitted in writing to the Principal of Innis College. All appeals must be submitted to the appropriate staff member in writing within seven (7) calendar days' notice of the date of the outcome letter.

Appeals will only be heard on the following grounds:

- (a) New information has come available that may change the outcome of the investigation.
- (b) The given sanction is too severe considering the infraction/behaviour.
- (c) The proper disciplinary process was not followed and this impacted the decision reached.

If the submitted appeal is determined to have no grounds, the appeal may be denied on that basis and the sanction(s) will stand. In such cases, the rendered decision is final.

In those cases where the allegations of behaviour are serious and, if proven could constitute a personal safety threat to other members of the residence community, the Dean may feel it imperative for the resident concerned to comply with the sanction(s) for the interim period preceding the hearing of the appeal.

In the case of an appealed expulsion, residence staff may, at the discretion of the Dean, attempt to find other temporary accommodation for the resident.



## Appendix A: COVID-19 RULES, GUIDELINES & SUPPORT

The University is committed to providing a safe and healthy environment for its community members. As part of this commitment and in response to COVID-19, the purpose of this document is to ensure that existing University and government directives are applied to, and understood in the context of, student residence environments. This document aligns with public health directives and guidelines but is subject to change as public health guidance and understanding about COVID-19 evolve. These rules will apply until further notice.

*This document does not replace any published community standards specific to a particular University residence; however, if there is a conflict between the terms of this document and any existing published community standards, the terms of this amendment will prevail, particularly with respect to guests/visitors, use of common spaces and facility access. This document is not intended to conflict with or replace the University's [Code of Student Conduct](#) or the [Policy on Non-Medical Masks or Face Coverings](#). This document is subject to the duty to accommodate persons in accordance with the Human Rights Code of Ontario.*

### COVID-19 RULES AND PROTOCOLS

#### **1. Face Coverings**

**Rule:** *In compliance with the University's Policy on Non-Medical Masks or Face Coverings, residents must wear a mask or a face covering in residence while outside of their bedroom in common-use indoor spaces. This includes but is not limited to hallways, elevators, shared space within suites, kitchens, laundry rooms, common rooms, lobbies, foyers, entrance and exit areas. See note below for exemptions and exceptions.*

**Note:** In a residential setting, there are some common-sense exceptions to this general rule, for example, eating, drinking and using common washroom facilities to shower, brush teeth or face wash. There are also exemptions to this rule, for example, if a resident has a medical condition that makes it difficult to breathe while wearing a mask or face-covering. Please read the [Joint Provostial and Human Resources Guideline on Non-Medical Masks](#) for more information about exemptions to this rule.

#### **2. Visitors / Guests**

**Rule:** *Residents will not be permitted to have visitors/guests attend the residence.*

Note: In line with public health directives, this rule includes visitors/guests from other residence buildings, off-campus friends and family members or study partners. A one-time exception will be made, however, on each resident's move-in day, when up to 2 visitors per resident, wearing masks, may accompany the resident. These visitors are required to go directly to the resident's room, and may be in residence only during the allocated move-in window.

### **3. Physical Distancing**

Rule: Residents must practice physical distancing in residence by maintaining a minimum of 2 metres between themselves and others.

Note: Physical distancing should be followed wherever possible, even in spaces where there is no posted signage.

### **4. Common Space**

Rule: Use of residence common spaces must adhere to all posted signage and all implemented safety measures.

Note: Common spaces in the residence (and throughout Innis College) will either be closed or will be open but with a number of restrictions and safety measures in place, such as strict physical distancing and maximum capacity limits. Residents must follow all directives around use of common spaces. For example, if a resident enters a space that is at maximum capacity, that resident should not remain in the space.

### **5. Signage**

Rule: Residents must follow all posted signage and floor markings.

Note: There will be health and safety signage throughout the residence. Some examples include signage respecting elevator occupancy limits, space closures, requirements to wear face coverings or masks, physical distancing and instructions to yield and follow directional markings.

### **6. Reporting Illness**

Rule: If a resident is feeling ill or experiences any symptoms of illness, they should remain in their bedroom and immediately notify residence staff. In the case of emergency, they should call 9-1-1 immediately.

Note: In addition to notifying residence staff, students may also contact Toronto Public Health or Telehealth Ontario as listed below for assistance.

### **7. Self-Isolating**

*Rule: In accordance with all government requirements, all members of the community must self-isolate if they: (1) have COVID-19 or symptoms of COVID-19; or (2) may have been exposed to someone with COVID-19 or someone with symptoms of COVID-19; or (3) have returned from anywhere outside of Canada within the past 14 days. Residents shall inform the Innis Residence if they are self-isolating.*

Note: Residents who are self-isolating and/or quarantined in their residence room should adhere to the [public health directives regarding self-isolation](#). Specifically, residents self-isolating or quarantining in their residence rooms are prohibited from accessing or using shared residence facilities, such as laundry rooms, fitness rooms, study spaces and cafeterias and must remain in their room at all times. Residents who need to open the door of their self-isolation accommodation (e.g., to retrieve groceries or meals) must wash their hands immediately before doing so, and wear a face covering when the door is open.

## **8. Sanctions**

Non-compliance with these rules may pose a health and safety threat to the community and will be treated as a serious matter. The University will make every effort to resolve these issues informally when possible and appropriate but may also impose sanctions where individuals or group of residents are not in compliance with these rules. These sanctions will depend on the nature of the non-compliance, the place in which it occurred, and the impact on others. Sanctions include but are not limited to fines, restricted access to spaces, and expulsion from the residence. Enforcement, sanctions and appeals to sanctions will be carried out in accordance with existing residence policy. The University reserves the right to report non-compliance to Public Health officials or to any other official, within or outside the University, who need to know about the non-compliance in order to protect the health and safety of the University community or the public.

### *COVID-19 GUIDELINES & SUPPORT*

- Handwashing and hygiene are critical to reducing the spread of COVID-19. Hands should be washed frequently and with soap and water for 20 seconds or using an alcohol-based hand sanitizer containing at least 60% alcohol. Touching one's eyes, nose, and mouth with unwashed hands should be avoided.
- The University has implemented changes to cleaning protocol that include increased frequency of cleaning of shared public spaces and additional hand sanitizer stations and wipe dispensers in many high-traffic, high-use areas.

- The University has made available a number of [supports](#) available to students. These supports include the [Health & Wellness Centre](#) and the [U of T My Student Support Program](#) that provide students with immediate and/or ongoing confidential, 24-hour support for any school, health, or general life concern at no cost to students.
- All students who test positive for COVID-19 should immediately take the following actions:
  - report this result directly to U of T's Occupational Health Nurse by email at [ehs.occhealth@utoronto.ca](mailto:ehs.occhealth@utoronto.ca)
  - report their diagnosis to the Innis Residence
  - complete the self-declaration form through ACORN
- For more general information:
  - [Toronto Public Health Hotline](#) is available to answer questions about COVID-19 from 8:30 a.m. – 8 p.m. Translation will be available in multiple languages. Phone: 416-388-7600; TTY: 416-392-0658; Email: [PublicHealth@toronto.ca](mailto:PublicHealth@toronto.ca)
  - [Telehealth Ontario](#) is a free, confidential service available to get health advice or information (including but not limited to COVID). Calls are answered by Registered Nurses who respond 24 hours per day, seven days per week. Phone: 1-866-797-0000 or TTY: 1-866-797-0007
  - <https://www.utoronto.ca/utogether2020> provides helpful information / resources for students.

For further information, contact the Innis Residence at [residence.innis@utoronto.ca](mailto:residence.innis@utoronto.ca).