

COVID-19

ICE ARENA

SAFTEY PLAN & GUIDELINE FOR

THE FERNIE SKATING CLUB

Updated Dec 3, 2020



This document is subject to change at any time with new direction provided by the Provincial Health Officer, Interior Health and the Government of British Columbia.

Introduction

This Safety Plan for restarting operations was created to inform patrons about the guidelines and procedures in place to prevent the transmission of COVID-19 and to maintain a safe and healthy environment for all participants, coaches and staff during the COVID-19 pandemic.

Following is a proposed plan of actions and procedures for the Fernie Skating Club's Return to Play for Figure Skating at the Fernie Memorial Arena in Fernie, BC. This document has been produced with careful consideration towards the Skate Canada national governing bodies' Return to Play for Figure Skating Guidelines.

It is also our intent that when we start to move forward with actions to return, we will ensure the following steps are taken with our organization and its' members before hand:

1. All procedures, regulations and requirements for Return to Play for Figure Skating are published on our club's website together with electronic mail-out to all club members.
2. Mandatory Zoom meetings to present the regulations and procedures to members, executive and coaching staff where all members must attend if they are wishing to return to the club under the new circumstances.
3. Signed waivers from all members wishing to return, agreeing to abide by all regulations and procedures for participation.

This Safety Plan has been adapted from the Provincial Sport Organizations (PSO), Skate Canada and ViaSport's RTS. It is important that there is congruence between the Return to Sport guidelines and the City's Safety Plan.

Resources

The following resources are available to inform participants of programs and rentals in the arena about guidelines and necessary protocols in place from the Province of British Columbia:

Skate Canada COVID-19 Response:

<https://skatecanada.ca/covid-19-response/>

Skate Canada BC/YK COVID-19:

<https://www.skatinginbc.com/news/skate-canadabcyk-covid-19-information>

Government of BC COVID-19:

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-responsercovery/covid-19-provincial-support>

BC COVID-19 Self-Assessment Tool:

<https://bc.thrive.health/covid19/en>

BC Cleaning and Disinfectant for Public Settings:

http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

Work Safe BC COVID-19 Safety Plan

<https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safetyplan?lang=en>

Preventing exposure to COVID-19 in the workplace: a guide that employers may use to assess the risks and controls in their workplace.

<https://www.worksafebc.com/en/resources/about-us/guides/preventing-exposure-to-covid-19-in-the-workplace?lang=en>

ViaSport BC – Return to Sport Guidelines

<https://www.viasport.ca/sport-specific-guidelines>

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The BC/YK Section Return to Skating Guidelines have been approved for the use of skating clubs and schools located in the Province of BC.

Return to Play Guidelines & Recommendations for Figure Skaters

If you wish to skate, make sure that you follow the below recommendations:

BEFORE YOU SKATE

- Completion of the *Risk Waiver Form* (see Appendix A).
- Do not skate if you:
 - o Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts.
 - o If you or someone in your household has been in contact with someone with COVID-19 in the last 14 days.
 - o If you or someone in your household has travelled outside of Canada in the last 14 days.
- It is highly recommended that if you are a person who has been identified as vulnerable or at risk, as described below, you should consider not participating in Skate Canada Programs or figure skating related activities. It may be defined that a vulnerable or at risk person is:
 - o A vulnerable or at risk person (especially elderly individuals), who are immunosuppressed, individuals suffering from serious health problems, notably high blood pressure, pulmonary diseases, diabetes, obesity and asthma.
- Numbers will be limited to the following:
 - o As of September 11, 2020-Numbers during phase one will be limiting to the following: no more than 18 people, including coaches, allowed on or near the ice at any one time for junior and senior programs.
 - o As of September 11, 2020- In accordance with Skate Canada regulations, there MUST be 1 Skate Canada certified coach or choreographer included in your group of 18.
 - o All session registration and payments must be online. No bookings or payments in person at the facility. Drop in/buy on participation is not allowed.

Fernie Skating Club Return to Play Guidelines



All guidelines are suggested by Skate Canada and will be enforced along with the City of Fernie facility user regulations.

Arrival at the Ice Rink:

- No spectators/patrons are permitted in the arena.
- U9 or others with special needs – Essential volunteers may remain in the building to tie skates and care for their skater during the session.
- The Ambassador is another volunteer that is permitted into the arena.
- Skaters will be required to arrive at the rink 10 minutes prior to the start time with the material they will need for their session.
- All individuals entering the arena must be wearing masks and keep it on until they enter the field of play or exit the arena.
- The coaches will put their skates abiding to the physical distancing in the designated area (A or B) in the building.
- Skaters/essential volunteers will pass through a check in point just outside the front door of the arena. This is where a verbal check-in for the session will occur. Health Screening Questionnaire (see Appendix B).
- A Contact Tracing sheet will be completed prior to entry for the preparation for the result of a possible outbreak. Contact Tracing Log (see Appendix D).
- Individuals will be required to perform hand sanitization and get ready on a designated spot in the staging area.
- Signage reminders about COVID practices will be placed up in the arena. Designated spots in the arena will be 3 meters apart and clearly marked.
- Parents/guardians must wait until their skater have passed the check in point and has been given the all clear before they can leave the vicinity for the session.
- Skaters will go to an available seat and put their skates on. Chairs and equipment in the arena should not be moved/rearranged.
- Coaches/volunteers on site will adhere to social distancing measures. Coaches/ Volunteers will wear protective face gear throughout their time in the arena. The wearing of face masks will be optional for the skaters during training times, once they enter the field of play.
- All coaching will be conducted at a social distance from the skater.

During Sessions:

- Volunteers are required to keep their masks on at all times and sit in the designated area provided. Physical distancing must be maintained by all volunteers in attendance.
- Coaches will encourage constant movement on the ice.
- All skaters must bring their own personal items (gloves, skate guards, water bottles, etc.). Skater will place their personal items along the side boards considering social distancing.
- Utilization of lanes for class/group work.
- Use of verbal cues and drawings on ice to enhance learning. While coaches will use verbal incentives and praises.

- Coaches will avoid hands-on assistance. Coaches will use verbal cues when instructing students rather than physical contact.
- Any music playing will be assigned to only one coach during the entire day, whereby that coach will be responsible for the cleaning and sanitization of both the equipment and the area where the music is played.
- Coaches will have pre-marked the ice surface for appropriate distancing measures for allocated spots that a skater will stand at during any coaching instructions. These spots will be marked on the ice surface with bingo daubers and will be reapplied after each resurfacing/flood of the ice.
- Skaters should keep moving while on the ice and can only be standing stationary while receiving coaching instructions at the designated coaching/pupil marked spots.

Post Sessions:

- Skaters will take their skates off in the arena and collect their personal belongings.
- Individuals (Skates and parent/guardian) will leave the arena immediately (within 10 minutes) after the skating session.
- Individuals must exit the building using the required 3 metre distancing measures and must go directly out to their vehicles.
- Parents must adhere to drop off and pick up times as no resources will be made for children to remain in the building once their session has concluded.
- At the end of each session coaches will disinfect all equipment when necessary.
- Skaters are to hand sanitize when leaving the arena.

Restroom Use:

- Lobby restrooms are the designated washroom for Area A. Dressing Room 5 and 6 washrooms are for Area B.
- Individuals are to adhere to the City of Fernie restroom protocols.
- Hand washing with soap in the sink will be required after the individual has used the restroom.

Junior/Senior Overlap of Ice:

- During the Tuesday practice session, both the junior and seniors will be using the same staging areas for the time booked.
Juniors 3:45pm - 4:45pm
Seniors 4:45pm - 5:45pm
- To ensure full compliance within the facility and effective transitioning, the following procedures must be followed:
Juniors can arrive at the arena no sooner than 3:35pm, once their health screen is completed and the FSC junior ambassador provides clearance into the arena they will proceed to their designated area (A or B) and put on their skates and then enter onto the field of play. The arena doors will be locked at 3:55pm. At 4:30 the junior ambassador will open the door to the senior ambassador who will health check all senior skaters and upon completion provide clearance into the area. The senior skater will enter into their designated area (A or B) and put on their skates. All senior skaters will need to then proceed to the bleachers and sit on yellow dots

marked in the bleachers. Please note no more than 18 in the bleachers. By 4:45pm the skaters staging area must be cleared for the juniors to exit off the ice and enter this area. Once the juniors have exited the ice surface the seniors will then get clearance to enter onto the ice surface.

All FSC Skaters/Volunteers must maintain full compliance with numbers (Area A and B - 25 people\bleachers 18 people)

CanSkate Program

- If skaters are unable to stand, move on the ice independently and stay on the ice without support~ they will not be able to participate in Fernie Skating Club Program at this time.
- Pre-CanSkate and/or Stage 1 will not be offered at this time.
- Numbers of participants (skaters, coaches, program assistants, volunteers, etc) must not exceed 25 on or near the ice for Canskate programming. Total number of people in the arena (skaters, coaches, program assistants, and volunteers) must not exceed 50 people.
- A CSA approved hockey helmet required for all skaters up to and including Stage 5. Goalie helmets are not acceptable.
- A minimum of one Skate Canada NCCP CanSkate Coach will be on the ice always. Minimum of 1:10 coach/PA to skater ratio.
- All coaches and Program Assistants (Pas) teaching will be wearing skates, gloves and masks.
- One essential volunteer can accompany a skater to tie their skates and care when necessary. Program Assistants and Coaches will be unable to aid in putting on/taking off skates.
- Physical distancing (3 meters) must be maintained with skaters on/off the ice in the Facility.
- Skaters are to not touch props and teaching aids.
- Designated 1-2 individuals will set up all teaching aids to restrict the number of people/contact and the amount of handling the teaching aids and props. All props and teaching aids will be cleaned after each session.
- All signs will be laminated and cleaned after every session.
- All helpers will be trained on hygiene, traffic flow and physical distancing measures prior to sessions starting. Training will be mandatory to participate Fernie Skating Club activities.
- Report Cards, badges and ribbons will be pre-enveloped and be left on a table for skaters to pick up.

Illness Policy

A “participant” includes a club or skating employee, coach, choreographer, volunteer, official, skater or parent / spectator.

1. **Inform an individual in a position of authority (coach, FSC ambassador) immediately** if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite. Coaches will visually monitor participants to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the session

2. **In the event of a participant showing symptoms of sickness while in the facility, the following steps will be taken:**
 - The participant will stay with the appointed FSC ambassador and will be separated from the skaters/spectators and facility workers.
 - The participant will immediately wash/sanitize their hands.
 - The participant will be given a mask and gloves (supplied in coaches first aid kit) that will be worn until arrangements can be made to exit the building.
 - The FSC ambassador will log the persons involved, time of incident, movements within facility, and potential persons of contact. A logbook will be located in the FSC Club rom.
 - At this time the ambassador will advise the participant to contact 811 for further diagnosis and complete the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self assessment tool.
 - The ambassador will notify facility workers of incident so that proper facility protocols can be followed ie. Closure and disinfection of potential contact areas.
 - If a participant tests positive for COVID-19, all families will be notified if they have been found to be in contact with that individual by a FSC executive.

3. **If a Participant is feeling sick with COVID-19 symptoms**
 - a. They should remain at home and contact Health Link BC at 8-1-1
 - b. If they feel sick and /or are showing symptoms during a session they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance
 - c. No Participant may participate in a session they are symptomatic

4. **If a Participant tests positive for COVID-19**
 - a. The Participant will not be permitted to return to any FSC events until they are free of the COVID-19 virus as verified by a medical professional
 - b. Any Participants who work/practice closely with the infected participant will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further

- c. If any participant tests positive, the FSC must inform the BC/YK Section Office of the test positive case by emailing bcyksection@skatinginbc.com
5. **If a Participant has been tested and is waiting for the results of a COVID-19 Test**
 - a. As with the confirmed case, the Participant must be removed all activities
 - b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and contact the public health authority of B.C.
 - c. Other Participants who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities
 - d. The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
 6. **If a Participant has a COVID-19 test recommended by the health assessment:**
 - a. If the COVID-19 test is positive, you should stay home until you are told by public health to end self-isolation.
 - b. In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test.
 - c. If the COVID-19 is negative, you can return to FSC events once symptoms have improved and you feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless you develop a new illness.
 7. **If a Participant has come in to contact with someone who is confirmed to have COVID-19**
 - d. Participants must advise their coach if they reasonably believe they have been exposed to COVID-19.
 - e. Once the contact is confirmed, the Participant will be removed from the all FSC events for at least 14 days or as otherwise directed by public health authorities. Participants who may have come into close contact with the Participant will also be removed from the FSC events for at least 14 days.
 8. **Quarantine or Self-Isolate if:**
 - a. Any Participant or someone from your household who has travelled outside of Canada within the last 14 days is not permitted to participate in FSC activities.
 - b. Any Participant who has a member of their household that has travelled outside of Canada within the last 14 days is not permitted to participate in FSC activities.
 - c. Any Participant from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate
 - d. Any Participant who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to participate in any FSC activities.

Outbreak Procedures

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak.

A “participant” includes a coach, executive, volunteer, official, skater or parent /spectator.

An “outbreak” is two or more cases; a “case” is a single case of COVID-19.

1. The executive of FSC will notify its members that are impacted by such outbreak. FSC and facility will determine the next best action of modifying, restrict, postpone or cancel activities.
2. If a participant reports they are suspected or confirmed to have COVID-19 and have been at the facility, the city will implement enhanced cleaning measures to reduce risk of transmission.
 - a) FSC will advise individuals to do the following:
 - i) Self-isolate
 - ii) Monitor their symptoms daily, report respiratory illness and not to return to activity for at least 14 days following the onset of fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite
 - iii) The Participant will not be permitted to return to the facility until they are free of the COVID-19 virus as verified by a medical professional.
 - iv) Use the [BC Health COVID-19 self-assessment tool](#) to help determine if further assessment or testing for COVID-19 is needed

o Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.

o Individuals can learn more about how to manage their illness here:

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/if-you-are-sickIndividuals> can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency

For more information on cleaning and disinfecting:

http://www.bccdc.ca/HealthInfoSite/Documents/CleaningDisinfecting_PublicSettings.pdf

Regional Health Authorities: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-healthcaresystem/partners/health-authorities/regional-health-authorities>

Appendix A: Risk Waver Form

Assumption of Risk and Waiver



PLEASE READ CAREFULLY:

1. ACKNOWLEDGMENT OF INHERENT RISK

I understand that participation in skating, figure skating, and any other sporting activities listed in the enclosed appendix (hereinafter the “Sports Activity”) is voluntary, and involves inherent risk during participation, including the risk of possible accidents, physical injury, or exposure to the COVID-19 virus or other infections or infectious diseases as a result of attending training, club events or competitive events. I freely accept and fully assume all such risks, dangers and hazards, including but not limited to personal injury, disease transmission, death, property damage or loss, resulting from my participation. I have carefully considered the risks involved, and I have full confidence that reasonable precautions will be taken to ensure the safety and well-being of myself (or my son/daughter/ward).

2. WAIVER

I do for myself (or my child), and our respective heirs, executors, administrators, successors and assigns, hereby waive, release, and forever discharge Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], [Fernie Skating Club], their officers, partners, agents, employees, servants, representatives, volunteers, coaches, officials, successors and assigns (the “Representatives”) of and from any actions, causes of action, complaints, demands and claims or any recourse whatsoever (“Claims”) that I have or may have in the future in any way connected with my (or my child’s) participation in the Sports Activity contemplated herein, whether in law or in equity, in respect of personal injury, illness or disease transmission, loss of life, or property damage of any kind or nature, and I do hereby discharge the Representatives from any such liability. This includes negligence, breach of contract or breach of any statutory or other duty of care.

3. INDEMNIFICATION

I further agree to fully indemnify and defend Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], Fernie Skating Club and any of their Representatives from and against any and all Claims brought against Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], Fernie Skating Club and any of their Representatives, including all related costs and expenses, and against any loss, costs, damages, or expenses which Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], Fernie Skating Club and any of their Representatives may sustain, suffer, incur, or be liable for resulting from, arising from, or in any way related to my (or my son/daughter/ward’s) participation in the Sports Activity. I also agree and undertake not to make any claim or take any proceedings against the Representatives set out above, or any other person or corporation which might claim contribution or indemnity under the provisions of any statute or otherwise from the Representatives set out above.

4. SEVERABILITY

The provisions of this Assumption of Risk and Waiver shall be deemed severable and if any provision or portion thereof is held invalid, illegal or unenforceable for any reason, the remainder shall not thereby be invalidated, but shall remain in full force and effect.

Acknowledgement: I am aware of the nature and effect of this Assumption of Risk and Waiver and I fully understand all of the terms and conditions above. I understand that I have given up substantial rights by signing this Assumption of Risk and Waiver and I am signing it freely and voluntarily without inducement.

Parent/Guardian: I certify that I am the parent or legal guardian of the participant named below and that I am entitled to his or her custody and control. I understand the aforesaid inherent risks that could arise from these activities, I grant permission for my son/daughter/ward to participate in the Sports Activity and other activities incidental thereto and I execute this Assumption of Risk and Waiver on behalf of myself and my son/daughter/ward.

Participant's Name: _____ Date of Birth (D/M/Y): ____/____/____

Participant's Signature: _____

All participants must sign this form regardless of age of the participant

Parent/Guardian Name(s): _____ / _____

Parent/Guardian Signature(s): _____ / _____

Date (D/M/Y): ____/____/____

Parent/Guardian must also sign if participant is under the age of 19

Health Screening Questionnaire

Name: _____

Date: _____

This questionnaire must be completed verbally by each individual **prior** to participation in EACH training session. A Club employee or volunteer may administer the questionnaire.

Information must be recorded and initialed by the individual responsible for tracking attendance on the Contact Tracing Log.

If an individual answers **YES** to any of the questions, they must **not** be allowed to participate in the sport or activity. Children and youth will need a parent to assist them to complete this screening tool.

| 1. | Do you/your child have any new onset (or worsening) of any of the following symptoms? | CIRCLE ONE | |
|----|---|-------------------|----|
| | Fever (a temperature of 37.8C or higher) | YES | NO |
| | Cough (continuous, more than usual) | YES | NO |
| | Shortness of breath / Difficulty breathing | YES | NO |
| | Sore throat | YES | NO |
| | Painful and/or Difficulty swallowing | YES | NO |
| | Loss of sense of taste or smell | YES | NO |
| 2. | Have you travelled outside of Canada or had close contact with anyone that has travelled outside of Canada in the past 14 days? | YES | NO |
| 3. | Have you had close contact in the past 14 days with anyone with a new cough, fever or difficulty breathing or a confirmed case of COVID-19? | YES | NO |

If you have answered “YES” to any of the above questions, they are not permitted to participate in any on-ice or off-ice club activities.

Proceed home and use the [BC Online Healthy Assessment Tool](#) to determine if testing is recommended

BEFORE you participate in Fernie Skating Club Activities:

- ✓ Have you signed your **SKATE CANADA WAIVER**
- ✓ Complete **VERBAL HEALTH SCREEN**
- ✓ Check in for **CONTACT TRACING**
- ✓ **SANITIZE/ WASH YOUR HANDS**
- ✓ Know **DESIGNATED AREA** for activity

WARM UP AREAS: to take place outside the facility

IN ARENA:

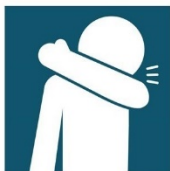
AFTER your session: exit the facility immediately



Stop Germs to Stay Healthy



Wash hands with soap and water for 15 seconds, or use hand sanitizer



Cough or sneeze into your bent elbow or a tissue, then wash hands



Avoid touching your eyes, nose, and mouth



Stay home if you are sick



Avoid hugging, kissing, shaking hands and high-fiving



Appendix D: Contact Tracing Log

**CONTACT TRACING LOG FOR Fernie Skating Club
SKATE CANADA: BC/YUKON**

- All skaters, coaches, choreographers, volunteers and spectators must be included in this log.
- The information collected on this document is being collected to assist in the management of the COVID-19 pandemic. This information must be kept in a secure location and will be provided to BC Health Services upon request, if it is required for tracing purposes.
- Neither Skate Canada: BC/ Yukon nor Fernie Skating Club will use this information for any other purpose and all logs will be maintained for 4 weeks and then promptly destroyed.
- Under Privacy Regulations all signees have the right to access and correct any information.

| | | | |
|------|------------------|------|------------------------|
| Date | Session Location | Time | Volunteer Filling Form |
|------|------------------|------|------------------------|

| | Full Name | Way of Contact: Email or Phone | Member type | Health Screen Done | Waiver | Volun. Initials |
|---------|----------------|-----------------------------------|-------------|--------------------------|--------|--------------------|
| Example | Example Skater | myname@email.com | Skater | ✓ | ✓ | JB |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
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| 10 | | | | | | |

| | Full Name | Way of Contact: Email or Phone | Member type | Health Screen Done | Waiver | Volun. Initials |
|----|-----------|-----------------------------------|-------------|--------------------------|--------|--------------------|
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