



Kerrisdale Figure Skating Club

RETURN TO PLAY

COVID-19 SAFETY PLAN

Kerrisdale Figure Skating Club has developed this Safety Plan in conjunction with Skate Canada BC/YK Return to Play Guidelines & Vancouver Parks Board Facilities

Step 1: Assess the risks at your workplace

- The 2 Change Areas have been identified by the Vancouver Parks Board to all Minor Sport users for Kerrisdale/Cyclone Taylor Arena
- Entry and Exit doors clearly marked
- Areas not available have also been identified (dressing rooms, club office/storage areas etc.)
- Water fountains will not be available for use
- Use only assigned washrooms

Step 2: Implement protocols to reduce the risks

We have taken guidance from Skate Canada BC/YK Section, WorkSafe BC and Vancouver Parks Board facility guidelines.

First level protection (elimination): Limit the number of people and ensure physical distance whenever possible

- Number of skaters on the ice will be determined by Skate Canada's BC/YK section and Vancouver Parks Board facilities following guidance from the Ministry of Health.
- Number of skaters in the dressing areas will be determined by the facility and will comply with signage posted. Coaches will supervise the use of dressing areas.
- Parents and family members will drop off skaters outside the rink lobby. Visitors and spectators will only be permitted at the discretion of the facility. A volunteer will be present for the check-in process.
- Player boxes/benches will be limited to 4 coaches maximum if necessary to allow for distancing.
- Skaters will follow directional arrows in the facility to control the flow of movement and allow for physical distancing.
- Skaters will arrive no more than 20 minutes prior to the start of their session and will depart no later than 5 minutes afterwards or as directed by facility rules.
- Skaters will arrive dressed and ready. Younger skaters who require assistance tying and untying skates will be permitted one family member inside the facility for a limited time.
- All skating programs will be developed to accommodate for physical distancing. See Appendix B.
- Lesson schedules will prioritize small, consistent learning groups.
- Learn to Skate programs have been modified to include only those skaters who do not require hands-on assistance.
- Club office will not be accessed according to facility rules.

Measures in place

List your control measures for maintaining physical distance in your environment. If this information is in another document, identify that document here.

Skate Canada BC/YK Section Return to Play Guidelines (6 August 2020) - attached

Second level protection (engineering): Barriers and partitions

- Coaches will wear masks and non-medical gloves during all CanSkate and CanPower sessions.

- Coaches will wear masks and non-medical gloves for StarSkate programs when physical distancing cannot be maintained or if First Aid assistance is provided.
- Only skaters will be permitted through the rink doors and past the check-in area unless otherwise permitted by the facility.
- Waste receptacles for tissues will be placed near rink side.
- Hand sanitizer will be available at the rink entrance and near music area.

Third level protection (administrative): Rules and guidelines

- Workplace Covid Safety Rules and Guidelines document outlines procedures for coaches. See Appendix A
- Board and coaches will have regular monthly meetings for updates and evaluations of procedures.

Measures in place

List the rules and guidelines that everyone is required to follow. This could include things like using one-way doors or walkways, no sharing of equipment, and wiping down equipment after use. If this information is in another document, identify that document here.

Skate Canada BC/YK Return to Play Guidelines for Starskaters (revised 6 August 2020) - attached
 Skate Canada BC/YK Return to Play Guidelines for Canskate (issued 29 July 2020) – attached
 Skate Canada BC/YK WAIVER – required for Skaters, Coaches, Assistants, Volunteers/Parents (if applicable)

Fourth level protection: Using masks (optional measure in addition to other control measures)

- Coaches, program assistants and volunteers will receive a demonstration in correct use of masks and PPE
- Supply of masks and gloves has been purchased and will be available during all sessions.

Cleaning protocols

- Disinfecting between sessions may be assigned as applicable.
- All coaches, skaters and other club members will sanitize hands upon entry to the facility.
- Coaches and skaters will sanitize hands prior to use of any common equipment or materials.
- Shared equipment has been minimized and will be sanitized after use.
- Coaches will have designated supplies for individual use to reduce cross contamination.
- Coaches will maintain precautions by supervising skaters.

Step 3: Develop policies

- All policy updates for workplace safety related to COVID-19 have been distributed to coaches, board members, skaters, and volunteers.
- Skate Canada BC/YK section assumption of risk waivers have been signed and acknowledged by all members including directors, coaches, skaters and families.
- The organization will follow public policy for coaches and skaters - Anyone showing any symptoms of COVID-19 (including fever coughing, chills, shortness of breath, sore throat, new muscle aches or headaches) will be prohibited from entering the center.
- Anyone who has travelled from outside Canada in the last 14 days will be prohibited from entering the center.

- Skaters or coaches who are feeling unwell while at the rink will report to the Coaching Director immediately. They will wash hands, ensure PPE is in place and skater or coach will not return to the ice, isolate, and monitor symptoms or go home as directed.
- If coaches are feeling unwell at home, they must report by phone to the Skating Director no later than 7am on the day scheduled to coach. If symptoms are related to COVID-19, coach must be tested immediately, and results communicated to the Board Executive and Skating Director.
- Prior to returning to the rink, members have been notified of the safety plan and guidelines through registration e-mails and website posting.
- All skaters are registered with emergency contact information and class lists will be verified before entry to the facility.
- Skaters will be required to complete a health screening questionnaire regarding signs and symptoms of illness upon arrival at the rink. If symptoms are present, skaters will be required to stay home.

Step 4: Develop communication plans and training

- Workplace safety plan will be distributed to members by e-mail, posted on the website, and a printed copy will be posted at the door.
- Coaches will be trained on COVID-19 information, handwashing protocol and the correct use of PPE.
- The Board will update coaches through monthly meetings, e-mail and signed agreements for all updated policies and procedures.
- Coach training sessions have been conducted to discuss all procedures including, arrival and departure, on ice procedures, off ice procedures, dressing area procedures, washroom use, COVID-modified program delivery model.
- CanSkate program assistants will be required to complete additional training relevant to safety protocols

Step 5: Monitor and update your plans as necessary

- All policies, procedures and practices will be monitored each session and any issues or concerns will be reported by coach to either Coaching Director or Board Executive immediately.
- Modifications will be made accordingly, and any amendments to procedures will be communicated to coaches and members by e-mail.

Step 6: Assess and address risks from resuming operations

- Workplace safety plan will be included in the coaches' contract package. All policies and procedures will be discussed, signed, and entered in the coaches file.
- Board members/volunteers will be present outside the facility during the first weeks of operation to ensure procedures are being followed.
- Monthly coaches and board meetings will assess and evaluate all skating programming with a focus on safety and risk management.
- Workplace safety plan and procedures will be evaluated weekly after the initial reopening period of one month. Adjustments and revisions will be updated accordingly after consultation and feedback from all members.



Kerrisdale Figure Skating club Covid-19 Safety Rules and Guidelines

Physical Distancing

1. Coaches and skaters should remain six feet apart. When physical distancing is not possible, please use a mask and non-medical gloves.
2. Coaches and skaters will follow visual signage in all areas of the facility, including entry, hallways, dressing areas and common spaces. While moving in the facility, all coaches and skaters will follow directional arrows.
3. A maximum of four coaches will be allowed in the players's box at one time and physical distancing will be maintained.
4. Only one designated person at a time will be permitted near the music area.
5. Lessons will be structured to maintain consistent learning groups as much as possible.

Signs and Symptoms of Illness

1. If a skater experiences any sign of illness such as fever, coughing or sore throat while at the rink, they will be asked to wash hands, given a mask, isolated from others and family will be called to pick them up. All high touch areas and surfaces that may have been touched by the skater will be disinfected.
2. If a coach experiences any sign of illness such as fever, coughing or sore throat, please refrain from coming to work. See policy on calling in sick.
3. If a coach experiences an onset of any of these symptoms while at the rink, please isolate yourself from others, wash hands, wear a mask and report to the Coaching Director or Board member.

Shared Spaces and Equipment

1. Follow posted signage regarding maximum number of people in shared areas.
2. Use only assigned washrooms and follow recommended hand-washing protocol after each use.
3. Wash or disinfect hands and surfaces before and after using any shared equipment.
4. Skaters and coaches are not permitted to share gloves, water bottles or any other personal items
5. Equipment which is porous or made of materials not easily disinfected will not be used.
6. No members will be permitted to share food and water bottles must be pre-filled.
7. Skaters and coaches will space out belongings along the boards.

Disinfecting Procedures

1. Follow disinfecting protocol and complete checklist before and after each session if required by the facility.
2. Skaters are required to wear gloves while on the ice.
3. Skaters and coaches must dispose of tissues immediately after use in designated waste receptacles.
4. All members will follow recommended hand-washing protocol after washroom use.
5. Follow facility procedures for use of shared equipment and spaces.
6. Monitor supplies as needed and report low inventory to Coaching Director.



Kerrisdale Figure Skating Club

Procedures for Distanced Activity Programs

Program set up:

- Program equipment and rink area must be sanitized before and after the program
- Programs that include equipment must have items prepared ahead of time that have been sterilized before programming, and again afterwards.
- Hand sanitizer and wipes must be available at all program areas.
- Where social distancing cannot be maintained coaches and participants must wear personal protective equipment i.e. a mask and/or plastic face shield.

Program numbers:

- All programming will be in compliance with Skate Canada, BC/YK section and facility guidelines
- Skaters will be grouped according to level and programs will be delivered to keep groups together as much as possible

Transitions:

- Coaches will lead participants (with distanced or no contact) to the rink area, assigned dressing areas and onto the ice using physical distancing procedures.
- Following directional arrows on the floor/walls
- Coaches, and skaters must wear personal protective equipment i.e. gloves and a mask when physical distancing cannot be maintained.

Running programs at a distance:

- Program areas will be designated at the beginning of each session to avoid crowding. Outdoor spaces will be used as much as possible dependent on weather.
- Canskate activities can be facilitated without shared items and will follow Skate Canada's guidelines for revised programming. Any shared items will be wiped between uses.
- Skaters that touch their face frequently must wash their hands or use sanitizer right away. Waste receptacles will be located at various areas of the rink.